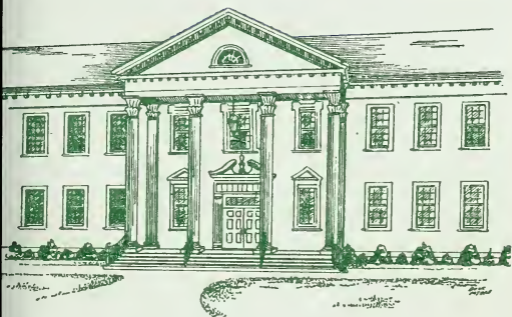


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Wilmington

COLLEGE

STUDENT
HANDBOOK



STUDENT HANDBOOK



WILMINGTON
COLLEGE

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INTRODUCTION

First of all, the Faculty and the Administration welcome you to Wilmington College. With your matriculation, you are entering into a new educational experience. We hope it will be fruitful in knowledge and rewarding in useful attainment. Whether or not it will be depends primarily upon your own attitude. It has been said that a college education is the only thing a man is willing to pay for and not get. College instructors are continually amazed at the devices of students apparently seeking to avoid the very rewards for which they are paying their money and, more importantly, their time. Failure in college is sometimes the result of poor ability or inadequate educational background. But it is much more often the result of an adolescent attitude toward responsibility. College is intended to give you certain formal knowledge. But it is also intended to help you to grow up. It does this, in the beginning, by assuming that you already have grown up, at least to the realization that what you are doing is important, and that because it is important, it is worth hard work and persistent endeavor. If you have not matured to this point, you do not belong in college.

The college instructor assumes that you realize that learning is a positive and active process.

It is something you do, not something that is done to you or for you. The role of the college instructor is to help you to learn, not to teach you. You have certainly read the proverb "Experience is the best teacher." Like many proverbs this one is only half true. Good experience is the best teacher. The primary function of the college instructor is to see to it that the academic experience you get is good experience. He will direct your thinking into paths which have been found to be rewarding in true knowledge; he will see to it that you do not waste your time in the exploration of blind alleys; he will assign you tasks that have been proven to be productive in the attainment of skills and knowledge; he will explain and elucidate difficult material; he will distinguish for you and help you to distinguish for yourself between what is known to be true and what is assumed to be true and what is not known at all; and from time to time he will test your achievement, not primarily for the purpose of assigning a grade, but for the purpose of letting you know what you have learned and what you have failed to learn. But the college instructor will not, because he cannot, learn for you. He will not recommend a substitute for honest work and study, for there is no substitute for these things. Neither will he grade you on your personality or your politeness or your personal attractiveness or on anything else except your demonstrated achievement. What you have accomplished, as nearly as it can be measured, will determine your grade. The most important quality of the college teacher is his professional academic integrity. He will try to give to you all the assistance, all the advice, all the direction

he can give. But the achievement must be your own.

You will find in the catalog of the College certain prescribed curriculums. If you expect to receive the degree of Associate in Arts, you must follow one of these curriculums and complete it with a 2.0 quality point average. You may be surprised at some of the courses you are required to take. But these curriculums have been carefully and thoughtfully designed to give you not only the knowledge specifically required in your chosen field, but also certain other knowledge which will enable you to live better in the complicated society of which you are a part and to fulfill your responsibilities as an educated man or woman. You owe it to yourself to spend as much time and as much effort, proportionally, on these courses as you spend on those which seem to you to be more directly applicable to your chosen field. A man is not only an engineer, a lawyer, a doctor, or an accountant. He is also a citizen and a member of society, with a long heritage of civilization behind him. The future of the world is not likely to depend upon how well you can design a road or win a lawsuit. But it will depend upon how well you, as a representative of an educated citizenry, understand international and national and local affairs and so are able to act wisely in determining the course they shall take.

Perhaps the most important attribute of man which distinguishes him from other animals is his ability to communicate and to communicate accurately his thoughts, his ideas, and his dreams. The art of communication, therefore, is an indispensable art. The primary purpose of the

required courses in Freshman English is to make you skillful in this art, and to enable you to communicate your thoughts accurately and to receive the thoughts of others with understanding. Because communication is so important in life, these courses are required of all students. Their only purpose is to make it possible and easy for you to let other people know what you are thinking in a manner that will insure their complete understanding, and to enable you to understand the communications of other men. Language—and primarily your own native language—is the best device that exists for communication. Its accurate and fluent use is perhaps the single most important thing you can learn, for without it you can learn nothing else, nor can you communicate what you know to others. Do not, therefore, look upon these two required quarters of Freshman English as something dreamed up by a pedagogue for your exasperated boredom. They are probably the two most important courses you will study during the two years you are here. We know this to be true, because we know that there is a high correlation between success in Freshman English and success in all other courses. This is not remarkable. Unless you can read with understanding and write with clarity and accuracy, you can do very little else worthwhile in a world where communication is of paramount importance.

Not all students come to college with the same academic backgrounds. Secondary schools, even accredited secondary schools, differ in their standards of achievement. Before you were admitted to Wilmington College, you were required to take certain tests. These tests may show that you are

below the accepted standards of achievement in English or in Mathematics. If you are assigned to a remedial course, you are expected to meet the classes and appointments and to do the assigned work. Failure to do this will result in your dismissal from the College. You are asked to take these courses because you need them. Failure to take them and to profit by them will result in a continuous and mounting waste of your time, because your deficiencies, if they are not corrected, will make it impossible for you to profit by the instruction in the regular college courses. The College will permit you to do many things. But the College will not permit you to waste your time. Time is the one irreplaceable commodity.

Again, we welcome you to the College. The following pages are designed to give you indispensable information. You are urged to read them carefully. They are in the nature of a guide book to the academic and the non-academic terrain into which you are entering as an explorer. The rules and regulations which follow are not intended to impede your progress, but to facilitate it. Close attention to the guidebook will make your journey easier. Deliberate and continued disregard for it will make your journey impossible.

THE ORGANIZATION OF THE COLLEGE

A college, even a small college, is a rather complicated organization. To the new student in search of information, it may be bewildering. One of the important things a student should learn is to go to the proper person for information and for counsel. The purpose of this chapter is to outline the organization of the College and to describe the functions of its officers and the members of its faculty and staff. Become acquainted with the information this chapter contains. It will save you time, and, more importantly, it may save you from being misinformed if you seek answers to your questions from the wrong person.

The Board of Trustees. Wilmington College is one of the Community Colleges of the State of North Carolina, jointly supported by funds from a local county tax and from appropriations by the State Legislature. Its governing body is an appointed Board of Trustees, and this Board constitutes its corporate entity. The Board is charged with the operation and maintenance of the College, with the administration of all funds, with the employment of faculty and staff, with the determination of entrance requirements,

courses of study and degrees to be granted, and with the regulation and discipline of students. The Board consists of twelve members appointed for terms of six years each. Four of these members are appointed from citizens of New Hanover County by the New Hanover County Board of Education; two are appointed by the Board of County Commissioners of New Hanover County, and must also be citizens of New Hanover County; two are appointed by the City Council of the City of Wilmington, and must be residents of the city, and four are appointed by the Governor of North Carolina, and must be citizens of New Hanover County or of one of the two contiguous counties, Brunswick or Pender. The Board elects a Chairman, a Vice-Chairman, a Secretary, and a Treasurer. The names of the members of the current Board, and of its officers and committees, will be found in the Catalog of the College.

The individual student is not likely to have any direct relations with the Board of Trustees. A student may, however, appeal the decision of any College administrative officer through the President of the College to the Board if he so desires. Further, the regular meetings of the Board are in the nature of public meetings, and a student may attend these meetings as a citizen.

→ **The President.** The President is the chief administrative and executive officer of the College. The Board of Trustees delegates to him many of its functions, which he carries out himself, or sees that they are performed by others. The President keeps in touch with the academic affairs of the College through regular meetings with the Deans and with the Faculty, and with

student affairs of a non-academic nature through meetings with the officers of the Student Government and student organizations. Beyond these formal contacts, the President is always anxious to counsel with individual students concerning their problems, either academic or personal. Because of the demands upon his time by the regular business of the College, students are asked to make definite appointments for conferences.

The Comptroller. The Comptroller is responsible to the President and through him to the Board of Trustees, for the business management of the College. He is the purchasing agent of the College, and the administrator of all College funds, including loan funds and scholarships to students. He is also responsible for the maintenance and upkeep of the College buildings and grounds, and for the administration of the cafeteria and bookstore.

The Comptroller is the person to consult if you need a tuition loan or other financial assistance, or upon any other matter having to do with the business management of the College.

The Dean. The Dean is responsible to the President, and through him to the Board of Trustees, for the academic administration of the College. As Director of Admissions, it is his duty to ~~administer the admissions requirements and tests, and to~~ determine the acceptability of candidates for matriculation as regular or special students. He is also responsible for the program of academic counseling of students, and for academic discipline in such matters as absences and academic deficiencies. He also administers the graduation requirements and certifies the fulfillment of these requirements for the confer-

ring of degrees. In consultation with the members of the faculty, the Dean determines the academic schedules of classes and laboratories. He is also charged with the administration of veterans' affairs, and is the College liaison officer with the Veterans' Administration.

The Office of the Dean is the proper place to seek information concerning the academic aspects of the College, veterans' affairs, or counsel concerning courses and course requirements.

The Dean of Students. The Dean of Students is responsible to the President, and through him to the Board of Trustees, for the non-academic regulations of the College, and for all extra-curricular activities, including the Student Government, student clubs, dances and other social affairs, and athletics. He is also charged with the general responsibility of counseling men students concerning personal problems, although he may delegate this responsibility to other members of the faculty in individual cases.

The Office of the Dean of Students is the proper place to seek information concerning non-academic problems and questions.

The Dean of Women. The Dean of Women is responsible to the President, and through him to the Board of Trustees, for the personal counseling of women students, and, in cooperation with the Dean of Students, for the regulation of student social affairs. ~~Her office is the proper place for women students to seek advice and counsel concerning their problems.~~

The Registrar. The Registrar is responsible to the President, and through him to the Board of Trustees, for all student academic records. The Registrar registers all students in classes

at the beginning of each quarter, records and issues all grades assigned by instructors, issues transcripts, and maintains records of absences, withdrawals, and dropped courses.

The Office of the Registrar is the proper place to seek information concerning your grades and credits. Any changes in elected courses must be reported in writing to the Registrar after the change has been approved by the Dean.

The Bursar. The Bursar is responsible to the Comptroller for the collection of all tuition and fees due from students, including laboratory fees and student activity fees. As a convenience to out-of-town students, the Office of the Bursar maintains a list of approved rooming houses. The Bursar also prepares all checks for disbursement for the proper signatures, and keeps the accounts of the College.

The Office of the Bursar is the proper place to seek information concerning the payment or refund of fees or tuition.

The Dean of the Evening College. The Dean of the Evening College is responsible to the Dean, and through him to the President, for the general regulation of the College during the evening hours when classes are in session. His office is the proper place for evening students to seek information and counsel concerning academic or non-academic affairs having to do with the College. During the registration period at the beginning of each quarter, the Dean of the Evening College may serve as the deputy for the Bursar and the Registrar.

The Director of Adult Education. The Director of Adult Education is responsible to the President, and through him to the Board of Trustees,

for the organization and administration of all non-college-credit courses given by the College. One of his functions is to assist students to obtain part-time employment through the student employment service organized jointly by the Wilmington Merchants' Association and the College. He also acts as Public Relations Director for the College, and administers the Press Bureau. All stories and articles intended for publication in the public press or for dissemination over radio or television should be cleared through this Bureau.

Faculty Members. The true strength of any college lies in the members of the faculty. Wilmington College is proud of its faculty and of their tradition for sound scholarship and high standards of teaching. While the formal contacts of the student with members of the faculty will be in the class room and laboratory, the members of the faculty are also charged with the academic counseling of students. The student is urged to seek conferences with his instructors outside the class room whenever he is in doubt about any point in the instruction, and to respond eagerly when an instructor summons him for a conference. The nature of college teaching and the wide divergence of aptitude and pre-college experience of the students make these extra-class conferences an important part of the teaching and learning process. The student is particularly urged to be prompt in meeting appointments with members of the faculty. An instructor is a busy person. A missed appointment is a discourtesy and an indication that the student still suffers from the irresponsibility of adolescence. Remember, it is you, and not the instructor, who profits from the teaching process; it is you, and not the instructor,

who suffers from opportunities lost to gain clarification and knowledge.

The Librarian. The Librarian is responsible to the President and through him to the Board of Trustees for the administration of the book collections of the College. This administration includes the acquisition, preparation, and interpretation of all printed materials and certain other instructional materials, including films and phonograph records.

As a college student, you will spend many hours in the Library. One qualification of an educated man is his ability to use the tools of learning and information with facility. A knowledge of facts may be important. A knowledge of where and how to find out what you need to know is more important. It is the function of the Librarian and the Library staff members to assist you in the interpretation and use of the library materials. You will receive formal instruction in this early in your course in Freshman English. You will practice it throughout your college career, and, if you are to continue to progress in learning, throughout your life. Make use of the Library and its staff in your search for knowledge. But learn early to find things for yourself in books and library materials.

The names of the officers of the College and of the members of the faculty will be found in the College Catalog. Familiarize yourself with these names, and get acquainted with the persons and what they do. Then you will know where to turn when you need advice or assistance.

The College also employs a certain number of secretaries, clerical assistants, laboratory assistants, and custodial help. This personnel has

important duties to perform. One of these duties is **not**, however, to give authoritative answers to questions of an official nature concerning the administration and regulation of the College. Do not depend upon them for accurate information, and do not bother them with questions they are not authorized to answer. You will save yourself time and trouble by going to the proper person first.

TUITION AND FEES

Wilmington College is partly supported by a tax levied upon the citizens of New Hanover County, and partly by appropriations made for operating expenses by the State of North Carolina under the Community College Act of 1957. From these two sources, and from some private gifts and donations, the College derives approximately sixty per cent of its annual operating income. The remainder comes from student tuition and fees. Your tuition and fees, therefore, pay for approximately forty per cent of the cost of your college education.

Registration Fee. Every student registered for one or more courses giving college credit, either as a regular student or as an auditor, is required to pay a registration fee of \$5.00 at the beginning of each quarter in which he registers. The only persons excused from this fee are those on full tuition scholarships. Applicants for admission to the College must pay the registration fee for their first quarter at the time of applying. This fee is not refundable.

Tuition Fees. The regular full-time tuition fee is \$70.00 per quarter for citizens of North Carolina and \$130.00 for out-of-state students. This entitles the student to elect from 14 to 20 quarter hours of credit inclusive during the quarter. Stu-

dents who elect less than 14 quarter hours during any quarter are charged tuition at the rate of \$5.00 for each hour of credit elected if they are citizens of North Carolina and \$9.00 for each hour if they are out-of-state students. Students who elect more than 20 quarter hours during any quarter are charged \$5.00 per quarter hour for all hours over 20. (\$9.00 if they are not residents of North Carolina.)

Student Activity Fee. Every student electing two or more courses in the College during any quarter is required to pay a student activity fee of \$6.50 for that quarter. The income thus derived is retained in a special fund and used to help defray the expenses of student social affairs, clubs, publications, and athletics. The payment of this fee entitles the student to free admission to all regularly scheduled varsity athletic events, to a copy of the College Annual, and to participation in regular college-sponsored social events.

Laboratory Fees. Because of the cost of the materials involved in the teaching of certain subjects, students electing these subjects are required to pay a laboratory fee. A list of these courses, with the corresponding fee, is given below.

Art 115, 116, 117, 215, 216, 217.....	\$3.00
Art 219	2.00
Biology 103N, 104N	5.00
Biology 104	10.00
Biology 111, 112, 113, 203.....	7.50
Business 111, 112, 113, 207, 208, 209	5.00
Chemistry 101, 102, 103, 201.....	7.50
Chemistry 104N	5.00
Chemistry 202, 203	10.00

Physics 201, 202, 203.....	6.00
Psychology 201	5.00

In addition to these regular laboratory fees, students will be charged at replacement costs for the breakage of laboratory and other equipment, and for the abnormal use of expendable supplies and materials. Payments assessed for these lat-
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for the course in question.

Late Registration Fee. An additional registration fee of \$5.00 is charged for late registration in any quarter. The last day upon which a student may register without incurring this penalty will be found in the calendar for each year in the College Catalog.

Change of Course Fee. If a student changes his elected course of study after his registration has been completed, a charge of \$1.00 will be made for each course or section changed, dropped, or newly elected. This fee may be waived by the Dean when the change is made necessary by the exigencies of the class schedules.

Graduation Fee. A fee of \$7.50 is required of each student who expects to be graduated by the College at the end of any quarter. This fee is levied to pay the cost of the diploma and academic gown and regalia.

Refunds. A student who withdraws from the College voluntarily before the end of a quarter, and who does not receive credit for courses elected during that quarter, may receive a refund of tuition and laboratory fees upon application to the Bursar, according to the following schedule:

Period of actual attendance, counted from the day of registration (Calendar days).

Days of attendance	Per cent of Tuition and Laboratory fees to be refunded
One through seven.....	80 per cent
Eight through fourteen.....	70 per cent
Fifteen through twenty-one.....	60 per cent
Twenty-two through twenty-eight.....	40 per cent
Twenty-nine through thirty-five.....	20 per cent
After thirty-five	None

Refunds are made at the same rate for laboratory fees when a student drops a course for which he has paid such a fee, and for regular tuition fees when the dropping of a course reduces the student's credit hour load below fourteen hours.

There is no refund of registration or student activity fees.

Graduation fees will be refunded if the student withdraws before his diploma has been ordered from the engraver.

There is no refund of fees for students who are asked to leave the College for disciplinary reasons or for academic deficiencies.

Transcripts. Every student who matriculates in the College is entitled without charge to one official transcript of credits earned. A charge of \$1.00 is made for each additional transcript. Students are warned that when they are transferring credits from Wilmington College to another institution, they should request the College to mail the official transcript, since many institutions will not accept transcripts presented by applicants personally.

Payment of Fees. All tuition, laboratory, registration and student activity fees are due and payable at the time the student registers. As a

convenience to veterans who are subsisting entirely upon government allowances for education, the payment of their fees may be deferred by special arrangement with the Comptroller until the arrival of their first government check. Deferred payment by other students is seldom permitted, and then only in cases of extreme hardship and by special arrangement. In all cases, fees must be paid in full before the student will be permitted to take the final examinations for any quarter.

Fees may be paid by check or money order payable to Wilmington College, or in cash. All payments are made to the Bursar, who will give an official receipt.

Scholarships. The College grants a limited number of free and work scholarships, usually covering the cost of tuition, to deserving students. Application for a scholarship should be made in writing to the Scholarship Committee at the time the prospective student applies for admission, or before.

Auditing. The auditing of courses without credit is permitted, by special permission of the Dean and of the instructor involved. Individuals not regularly enrolled as students in the College who wish to audit courses will be classed as Special Students, and will be required to pay regular tuition and registration fees. College students in regular status will be permitted to audit courses free of charge unless the addition of the audited course makes the total quarter hours exceed twenty. In the latter case, the student will be charged for the excess hours at the regular rate.

YOUR ACADEMIC LIFE

The purpose of this chapter is to acquaint you with certain aspects of the formal academic procedures of the College. Your admission as a student indicates that in the opinion of the admitting authorities you are capable of doing satisfactory college work. This opinion is based upon your high school and other educational records and upon your performance on the entrance tests. From this point, it is very largely up to you what you do with your opportunity. You will be given every possible assistance by your instructors and by the administration of the College. But the responsibility for your success or failure as a college student is your own.

Registration. The first formal process in becoming a student in the College is your registration. This includes the choice of the courses you elect to follow. During the registration period, members of the faculty will be available to advise you in this. You will also find printed in the Catalog of the College suggested programs which, if followed, will enable you to complete the work for the degree with a minimum of difficulty and which will assure that the courses will fit the requirements of senior colleges. Class schedules will be furnished to you, showing the hours and days at which the various sections

meet. The College operates during the three regular quarters of the year from 8:30 in the morning until 10:30 in the evening, and you may have classes at any hour in this interval. There are no classes on Saturday. You will find that most subjects have classes for one hour each day five days each week. Members of the faculty will assist you in making your program of classes.

It is important that you complete the registration forms legibly and without the omission of any requested information. These forms constitute a permanent record of your registration, and are therefore important. You are required to consult with the instructor of each course in which you register, and to have his initials on your registration form as an indication that you have been admitted to his class. The number of students admitted to individual sections is stringently limited in order to assure good teaching. If a given section of a class is filled before you register, you will be obliged to take the subject at another time.

When you have chosen your classes and obtained the approval of the individual instructors for your elections your entire program will be scrutinized by the Dean or his deputy, and initialed. The final step in the registration process is the payment of fees and tuition to the Bursar, who will give you a receipt. Do not lose this receipt. It is your proof that you are regularly registered in the courses of your choice.

If you are a regular, full-time student, you will be permitted to register under normal circumstances for not more than twenty quarter hours of credit each quarter. If you wish to

carry more than this maximum load, you must obtain the special permission of the Dean.

The normal load for most students, however, is fifteen or sixteen quarter hours. Unless your high school record and test scores are much better than average, you will be discouraged from undertaking more than this normal load. Required remedial work and sub-college courses, although they do not give college credit, will be counted in determining your credit-hour load.

Dropping and changing courses. If you find during the first two weeks of the quarter that you have elected more courses than you can carry satisfactorily, you will be permitted to drop one or more without penalty. This is done by first obtaining the permission in writing of the Dean. He will give you a form to be taken to the instructor in the course to be dropped, who will initial it, and remove your name from his class roll. The form then goes to the Registrar, who will make the necessary changes in your permanent record. It is important that you carry out this procedure fully. Unless all the records are corrected, you will be reported as absent from the class, or possibly as failing the course.

After the end of the second week of the quarter, you will not be permitted to drop a course except under extraordinary circumstances. If you drop a course without permission of the Dean after the first two weeks, you will receive an F for the course on your permanent record.

The procedure for changing courses or sections is the same as that for dropping courses. No change may be made in your registered program without the permission of the Dean, which will be given to you in writing on an official form,

and which must be cleared by you with the instructors concerned and with the Registrar before the change becomes official. Please note, also, that there is a charge of \$1.00 made for each change in your program after your registration has been completed, unless you are specifically excused from the payment of this charge by the Dean because the change was made necessary by the exigencies of class schedules. Remember, the responsibility for seeing to it that your registration is correct, and that you are properly registered in the courses you elect, is your own.

Class Attendance. You are expected to attend all regularly scheduled meetings of the classes in courses for which you are registered. If you are absent from a class, this absence will be reported to the Registrar and entered on your record. After an absence, you will be readmitted to the class at the discretion of the instructor. He may accept your explanation for your absence, or he may require you to obtain a written excuse from the Dean before readmittance. You may be asked to withdraw from the College for excessive absences without acceptable excuse.

It is especially important that you be not absent from announced tests and quizzes. If your absence is due to illness, you will generally be given an opportunity to make up the test. But this is entirely within the discretion of the instructor, who will take into consideration your general absence record and your demonstrated interest in the course. The instructor may give you a zero for the test.

The College cannot give you credit for a course if you have been absent for any reason whatsoever, including illness, from twenty-five per

cent of the regular class meetings, unless you make special arrangements with the instructor to make up the work to his satisfaction. This will usually not be possible, and the instructor is not required to make such arrangements.

The above paragraph does not mean that you may be absent with impunity from twenty-five per cent of the regular class meetings. It means that you may not, for illness or for any other reason, be absent from that proportion of the meetings of the class and receive credit for the course. You may be dismissed from a class with a grade of F whenever it becomes evident from your attendance record that you are not profiting from the instruction. It is your business to attend classes regularly and to prepare assignments on time. Your failure to do this will be considered as evidence that you are not interested in obtaining a college education, and that you are wasting your own time and that of the instructor. The College will not permit you to do this.

Tardiness. Classes are scheduled to begin on the half hour during the three regular quarters of the year, and to end twenty-five minutes after the hour. Tardiness is a discourtesy to the instructor and to the other members of the class. It will not be tolerated. An instructor may exclude you from a class meeting and record you as absent if you are habitually tardy. During the Summer quarters classes begin on the hour, and end five minutes before the hour.

The Library and its Use. One of the most valuable things you will gain from a college education is a knowledge of books as sources of information and the ability to use them skillfully. You will be given some formal training in the

use of the Library and its resources during the first quarter of your Freshman English course. You will use the Library constantly for reference and research during your college career. Get acquainted with it early. The Librarian is there to assist you to find what you need, but not to find it for you. Your own facility in the use of library materials is a measure of your education.

The Library is a place for quiet study. It is not a place for conversation, for meetings with your friends or for boisterous conduct. You may be excluded from its use if your conduct is annoying to others.

Do not remove books from the Library without properly charging them at the desk. Return them on time. When you keep a book longer than necessary, you deprive another student of its use. Common sense and ordinary courtesy will tell you not to deface library books and materials. If you do not possess these qualities, you do not belong in the company of college students. If you demonstrate that you lack them, you will be promptly removed from this company.

How much should you study? You should work on your daily assignments until you are convinced that you have mastered the material assigned and until you have completed any written work required of you. It is impossible to tell you, as an individual student, how long this will take. You must be the judge for yourself. However, instructors generally make assignments in such a way that the average student requires about one and one-half hours study for each hour in class. If you are a better than average student, you may be able to do the work

more quickly; if you are slow to learn, it may take you longer.

This one to one-and-one-half hour ratio between time in class and time in study is the fundamental reason behind the normal student load of sixteen quarter hours per week. If you are taking sixteen quarter hours of work, you will spend sixteen hours each week in class. If you are an average student, you will spend another twenty-four hours each week in study and preparation. This makes a total of forty hours, which is a good work week.

Do not allow yourself to get behind. Little time is allowed in college instruction programs for review. Do not neglect your daily study and plan to cram for examinations. Cramming leads to superficial knowledge. If you are childish enough to be more interested in grades than in achievement, you may be able to make a satisfactory grade on an examination by cramming for it. But the knowledge will not stay with you. You are in college to gain systematic and permanent knowledge, not temporary and hit-or-miss information.

Perform your written assignments on time. Instructors will judge you by the sense of responsibility you exhibit, and grade you accordingly. Do not try to first-guess your instructors in the matter of grades. You are graded on your total achievement, as demonstrated in your daily work, your tests, your final examination, and the instructor's estimate of your achievement. If you are genuinely unable to perform your work because of illness or other legitimate reason, be sure that you will be given an opportunity to make it up, and help in doing so. If your failure

be due to laziness, carelessness, or other illegitimate reason, be sure it will be reflected in your grade—and more importantly in your achievement—and, in the words of the Persian poet, “not all your tears will wipe out one word of it.”

Academic Warning. At the end of the fourth and the eighth weeks of each regular quarter, instructors report to the Dean the names of all students who are currently failing. If you are so reported, you will probably be asked to consult with the Dean about your work, and also to have a conference with the instructor concerned. If you are under twenty-one years of age, your parents will be notified. This is not a punishment. It is information given to you in the hope that you may be able in the time remaining to improve your achievement to a satisfactory point. Your instructor will help you to do this, if you give him your honest cooperation.

Grades and Quality Points. You are graded on a five point scale, as follows:

A—Superior

B—Above Average

C—Average

D—Passing, but below average

F—Failure

The College does not recognize plus and minus grades. A B-plus will be entered on your permanent record as a B; a C-minus will be entered as a C.

A grade of D means that you have passed the course in question, but with a below average record. In general, courses for which you receive a grade of D will not be transferable for credit to other institutions. There are some exceptions to this rule, but do not count on them.

For ease in academic bookkeeping, each grade you receive is assigned a certain number of quality points, as follows:

A—4

B—3

C—2

D—1

F—0

Your average for academic record purposes is computed on a basis of these quality points. The total number of quality points you have earned is divided by the total number of credit hours you have elected at the end of each quarter. The resulting figure is your quality point average, which may be translated back into a letter grade. You must have a total quality point average of at least 2.0 (or C) at the end of your final quarter in order to be graduated.

Dean's List. At the end of each quarter, the Dean publishes a list of the names of those students who have demonstrated superior achievement. This list contains the names of those students who have a quality point average for the quarter of at least 3.0, and who have no grade for the quarter below a C.

Dismissal or Suspension for Academic Deficiency. The standards of Wilmington College are high and its reputation for good teaching and honest grading is exemplary. We are proud of the fact that our graduates do at least as well (and often better) in senior colleges to which they transfer as they have done at Wilmington College. The College is fully accredited as a junior college by the Southern Association of Colleges and Secondary Schools, which means that credits

earned here are recognized and accepted throughout the academic world. We are rightfully proud of this reputation.

You will not be permitted to waste your time here. If, at the end of any quarter, your quality point average falls below 1.5, you will either be asked to leave the College, or, if you are readmitted for the next quarter, it will be on academic probation, and you will be asked to leave at the end of the first four weeks if you are reported as failing in any course. If you are placed on academic probation, the Dean may, at his discretion and after a conference with you, limit stringently the number of credit hours you will be permitted to elect.

Academic probation is not a punishment. It is an opportunity offered to you to recover from past mistakes and to demonstrate that you are college material.

Transfer of Credits. When you transfer from Wilmington College to another institution, the College will send to your new school, at your request, a complete transcript of your record here. This is a photostat copy of your permanent record, attested to by the Registrar. It will become a part of your permanent record in the college to which you transfer. All of the credits you have earned, together with the grades assigned in each course, will be a part of it. Since Wilmington College is an accredited college, credits you have earned here will generally be accepted by other colleges, so long as these credits apply to the degree you are seeking. Which courses will be accepted and which will not is a matter for the determination of the college to which you transfer. However, if you have followed one of the curricu-

lums in the Catalog of Wilmington College, and continue in this curriculum in the college to which you transfer, you will generally find that all your credits are acceptable. If the college to which you expect to transfer has some unusual course requirements, you should determine these from its catalog, and elect courses here which will satisfy them.

It is an almost universal practice of colleges to accept transfer students from another institution, no matter which, with what might be called a "clean slate." This means that if you are accepted, you will be started in the new college with an over-all quality point average of C, no matter what your average grade has been in the college from which you come. In other words, you will succeed or fail in the college to which you transfer on the basis of your record **there** and not on the basis of a record made someplace else. But the grades you have earned will remain on your permanent record.

Wilmington College follows this practice with students who transfer here from other institutions. Most colleges do the same thing with transfers from any other college.

Your Draft Status. At the end of any quarter, at your request, the Dean will write to your draft board certifying that you are a regularly enrolled student in the College. Your standing in your class will be given to the draft board at the end of the academic year, upon your request. Beyond this, the College can accept no responsibility for your draft status.

Class Periods. The class periods in the College are fifty-five minutes in length, except certain laboratory periods of two or three hours. During

the three regular quarters, they begin on the half hour, that is, at 8:30, 9:30, etc., and end twenty-five minutes after the hour, that is, at 9:25, 10:25, etc. The time limit of fifty-five minutes is imposed on students and faculty members alike. No instructor has authority to hold a class beyond twenty-five minutes past the hour, and students are informed that if they have classes at two successive hours, they are permitted to leave the first class quietly at twenty-five minutes past the hour, if the instructor is running over-time. During the Summer quarter, classes begin on the hour and end five minutes before the hour.

Final Examinations. Final examinations are scheduled for all courses at the end of each quarter. The final examination period is two hours for each scheduled examination, and the examinations must be taken at the time scheduled. No instructor has authority to change the scheduled time for a final examination.

Students who are ill at the time of the final examination in a course will be given a grade of "Incomplete" in the course. This grade may be removed and a regular grade earned by taking an examination in the course by arrangement with the instructor concerned before the end of the next quarter.

An unexcused absence from a final examination will result in a grade of zero for the examination, and may result in a failing grade for the course.

An instructor has the authority to excuse any or all students from taking the final examination in a course. However, a student may demand a final examination if he believes the grade

assigned on the basis of his daily work is not a fair measure of his achievement in the course.

Incomplete grade. If you fail to complete assigned term papers or other required work before the end of the quarter, and if the reason for your failure is considered to be a legitimate excuse by the instructor; or if you are prevented from taking the final examination in a course because of illness or other acceptable reason, you may be given a grade of "Incomplete" for the course. This grade means that the work you have accomplished has been at least good enough to earn a passing grade, but that certain important assignments have not been completed for reasons beyond your control. This grade will not be given if the instructor has evidence that your failure to perform assigned tasks is the result of laziness, dilatoriness, or other reasons which you could have foreseen and avoided. Neither will it be given if the work you have done is not of passing grade. In other words, this provision for an Incomplete grade is not a license for you to waste time during the regular quarter, with the expectation of making it up later. It is an opportunity for you to make up work which you have unavoidably been unable to do at the proper time.

All incompletes must be removed by the performance of the missed assignments and tests before the beginning of the final examination period for the next succeeding quarter. The grade will then be replaced by whatever regular letter grade your achievement in the course has earned. The responsibility for making arrangements with the instructor concerned to perform the required work is yours. If the incomplete is not removed

within the time limit, you will be given a grade of F for the course.

Reasons for College Failures. Some college failures are due to lack of ability. But these are few, because students are admitted to the College only after satisfactory performance on carefully designed tests. Some college failures are due to poor pre-college preparation. These, too, are few, because the College makes provision to give the student who needs it remedial work in the fundamental courses. Most college failures are due to laziness and to a lack of a proper sense of responsibility with respect to the work assigned. While you are a college student, study and learning are the most important things you have to do. If you are not willing to recognize this, you are wasting your time and you do not belong in college. If you continue not to realize it, you will not be permitted to remain in college—at least, not in this College.

Withdrawal. If you withdraw voluntarily from the College for any reason before the end of a quarter, you must do so by a **written statement to the Dean**. It is not sufficient to inform your instructors that you are withdrawing, either from all courses or from individual courses. Your withdrawal must be cleared with the Dean and with the Registrar, so that proper entries may be made in your permanent record. If you do not clear your record properly upon leaving the College, you will be assigned a grade of F in all elected courses, and this grade will stand on your permanent record and any transcripts made from it. If you withdraw in good standing academically, you will be given the grade of W in all courses, which indicates that you have left the College.

without completing the work of the quarter, but in good academic standing.

You may not withdraw from the College, or from individual courses after the first two weeks of the quarter, in order to escape a grade of F. This grade will be assigned if your work is failing at the time of your withdrawal from a course.

If you withdraw from the College, or from individual courses with the approval of the Dean and in good academic standing, you may be entitled to a refund of tuition. You will find this subject discussed in the previous section of this handbook on page 16.

Graduation and Commencement. When you have completed all of the courses listed in one of the curriculums printed in the Catalog of the College with a quality point average of not less than 2.0, you will be graduated by the College and awarded the degree of Associate in Arts. You may be graduated at the end of any quarter, including the summer quarter, during which you complete the required work. However, the College holds but one Commencement for the awarding of degrees each year. This Commencement is held at the end of the Spring quarter. You will receive your degree at this time, and you are required to be present at the Commencement unless you are specifically excused from attendance by the Dean.

Hoggard Medal. Through the generosity of Dr. John T. Hoggard, President Emeritus of the College, a gold medal known as the Hoggard Medal for Achievement is awarded at each Commencement to that student who in the opinion of the members of the faculty has shown the most improvement during his years at the Col-

lege. This honor is not given to the student with the highest grades, necessarily. It is given rather in recognition of hard and honest endeavor which has resulted in self-improvement beyond the average, and all facets of a student's character and performance are taken into consideration.

Relations with Members of the Faculty. Wilmington College has a faculty of teachers. These individual instructors are interested in you as a student and they are anxious to give you every assistance in your work. Do not hesitate to ask for conferences with faculty members whenever you feel the need of such assistance. Above all, do not fail to respond promptly to the invitation of a member of the faculty for a conference. He will have a good reason for asking you to confer with him. These teachers are interested in you as a student. But they are not interested in you if you are not a student, in the best and proper sense of the word. If you cooperate with them, they will go to great lengths to help you. If you are not willing to cooperate by doing your best and by performing assigned tasks on time, they are not likely to bother much with you. They expect you to be adult in your reactions toward your work and in your conduct in the class-room. You are no longer children. You have at least begun to grow up. You, and you alone, will determine the attitude the members of the faculty will take toward you. If this attitude is not what you want it to be, look to yourself for the reason.

Textbooks and Supplies. The College operates a textbook store under the supervision of the Comptroller, in which all required textbooks of the College are stocked and sold to students at the lowest possible prices. You will find it easier

to buy your books from this store, although this is not required. The College Bookstore also stocks certain required equipment, such as drawing sets and slide-rules, and certain special materials, such as tracing paper and examination blue-books, as well as general supplies (paper, pencils, etc.). The Store is open at stated hours during each day. Purchases may be made only during those hours.

YOUR NON-ACADEMIC LIFE

The most important thing you have to do in college is to acquire learning and to master the content of the courses. But you will fail to derive from college all that it has to offer if this is the limit of what you get. In the early 'thirties, Mr. John Erskine, who was then an instructor at Columbia University, wrote a novel entitled "Bachelor of Arts." In this very readable book, he narrated the life of an undergraduate. At its end, when his hero was graduated, he came to the conclusion that what he had learned in the classroom was important, of course. But he also realized that what he had learned outside the classroom from association with other men and women of his own age and interests, and from taking an active part in the various extra-curricular activities, in student government and politics, in clubs and student publications was also of great value to him because it had given him experience in dealing with people both individually and in groups. He realized that social intercourse and politics and economics in the microcosm of the campus were fundamentally the same as those in the larger world and that the traits and characteristics which made for success in the college milieu were not different from those which succeed in society outside.

It is easily possible for a man or woman to attend classes in college and to do exemplary academic work and achieve high standing without ever becoming really a part of the college student group. Such a person misses things which are important. He misses the opportunity to make friends of others with like interests—not necessarily academic interests, but also personal interests; he misses important experience in getting along with people and in understanding them; and he misses experience in group activity, political and social, which will be valuable to him. Every student is therefore urged to identify himself in one way or another with the extra-curricular life and activities of the College, to become a participating member in the student group, to grow in social stature as well as in academic accomplishment. The opportunities for doing this are many, and all legitimate student interests outside the classroom are encouraged.

Student Council. The Student Council is a group of elected individuals which serves as a liaison between the College administration and the student body as a whole which is organized as a Student Government. It also has certain specific powers pertaining to student activities. It charts all recognized student clubs, manages student dances and other parties, and undertakes various specific programs from time to time for the betterment of the campus and student life.

Its officers, a President, Vice President, and Secretary, are elected each Spring in an election in which all regularly registered students are eligible to vote. At this same election, two representatives from the sophomore class to the Council are also elected by the students who will be

members of this class during the next year. Freshman class representatives are elected by the members of the entering class early in the Autumn quarter. These seven individuals, plus the officers of each of the two classes, compose the Student Council. The work of the Council is officially supervised by the Dean of Students, although he may appoint a deputy to represent him. The Council meets at least once each two weeks during the regular school year. Its officers have regular conferences with the President of the College, in order to acquaint him with student problems and projects under consideration.

Class Organization. The Freshman and Sophomore classes are also organized. Officers of the Sophomore class are elected at the Spring election; those of the Freshman class at the Autumn election. These officers are members of the Student Council.

Clubs and Societies. The College encourages students with like interests to organize clubs and societies devoted to these interests. Meeting space for such clubs will be arranged, and every facility possible will be given for their operation. Each club so organized is required to have a constitution and by-laws approved by the Student Council, and to be chartered by this body, and to have an official faculty representative designated by the Dean of Students before it becomes an officially recognized college club. When it has been so recognized, it may share in the student activity funds for certain legitimate expenses when these have been approved by the Student Council and the Dean of Students.

Several such special interest clubs are now active in the College. Among these are the En-

gineers Club, the Modern Language Club, the Pen Pushers, and the Circle K Club.

College Theatre. The Wilmington College Theatre offers any student valuable experience in acting or working backstage on its presentations. A one-act play is offered each quarter at the student assembly in addition to a three-act play presented sometime during the year. The group is a member of the Carolina Dramatic Association, the South Eastern Theatre Conference and the American Educational Theatre Association. Of particular value is the opportunity afforded students of joining adults in the Wilmington area in the presentation of dramatic productions. The Wilmington College Straw-Hat Theatre operates as the artistic and cultural outlet during the summer months.

College Chorus. The Wilmington College Chorus is organized each quarter in order to provide vocal music experience for those students who would like to have a non-academic activity. Membership in this ensemble is open to any student in the College who has the approval of the director.

The Chorus has provided programs for College assemblies, for various civic clubs, for church groups, and for television. Certain small groups taken from the major organization are formed in order to provide for great flexibility of experience and performance. The Chorus has acted as an ambassador from Wilmington College to many of the high schools in the surrounding area.

In the spring of 1961, the members of the Chorus presented the first of what is expected to be a series of annual musical shows.

College Dance Band. The College Dance Band is organized for much the same reasons as

the vocal group. Any student who has had instrumental experience is eligible to participate in the Band, subject to the approval of the director.

Student Publications. The students of Wilmington College publish each year a yearbook known as "The Fledgling." The "Sea Hawk" is a student newspaper which appears fortnightly during the regular college year. "With Pen in Hand" is an annual publication of the Pen Pushers Club, containing original verse and prose written by students. The Circle K Club publishes a Student Directory each autumn. Work on the staffs of one or another of these publications is a valuable experience.

Athletics. The College is a member of the Carolina and Virginia Athletic Conference, made up of junior colleges in the two Carolinas and Virginia. The College competes each year in Conference play in Basketball, Baseball, Golf and Tennis. All home basketball games are played in Brogden Memorial Hall. Baseball games are played at the Legion Stadium.

All regularly enrolled students of the College who have paid a student activity fee are admitted without further charge to all regular varsity games, and are furnished with student passes. Students are urged to support the College teams by attending home games and sitting in the regular cheering section. Buses are often chartered for important out-of-town games, making it possible for students to attend these at a minimum cost.

Student Governments. All registered students are members of the Student Government. The

Constitution of this Student Government follows:

Preamble

In order to establish a student government, to encourage initiative and instill responsibility on the part of the students, to promote closer student-faculty cooperation, to promote the common interest and general welfare of the student body, and to maintain and perpetuate high ideals in this College, we, the students of Wilmington College, do hereby adopt and establish this Constitution.

Article I—Name

The name of the Government herein established shall be the Student Government of Wilmington College.

Article II—Purpose, Membership, and Quorum

Section 1. The purposes of this organization shall be as stated in the Preamble.

Section 2. Every duly registered student of Wilmington College shall be a member of the Student Government.

Section 3. A quorum for business meetings of the Student Government shall be a majority of the student body.

Article III—Officers and Duties

Section 1. The Student Government shall have the following officers who shall be elected by all the students registered in the College: President, Vice-President, and Secretary-Treasurer.

Section 2. The duties of these officers shall be as follows:

a. **President:** To appoint the chairmen and members of all committees and boards not otherwise provided for in the Constitution, with the approval of the Student Council; to make recommendations from time to time to the Student Council; to administer and enforce the Constitution of the Student Government and the laws enacted by the Student Council; to require reports from standing committees and boards; to establish such bodies subsidiary to him as he deems necessary and proper to aid him in the performance of his duties; to represent the student body in all dealings with the Faculty and the Board of Trustees; to represent or to be responsible for the representation of the Student Government in all dealings with similar bodies in other colleges and universities; to preside at all meetings of the Student Government and of the Student Council; and to be an ex-officio member of the Judicial Committee.

b. **Vice President:** To perform the duties of the President in the President's absence or incapacity; to succeed to the Presidency should the office become vacant; to be an active member of the Student Council; and to fulfill such other duties as the President may require.

c. **Secretary-Treasurer:** To accurately record and to preserve the minutes of all Student Government and Student Council meetings; to perform the official secretarial duties of the Student Government; to record, disburse and deposit all money received by the

Student Government; to keep records up-to-date at all times; to be prepared to present reports upon request; and to be an active member of the Student Council.

Article IV—Student Council

Section 1. There shall be a Student Council in whom shall be vested the legislative and judicial powers of the Student Government, insofar as the judicial powers and the legislative powers do not transgress upon the rights guaranteed to a student as a citizen under the Constitution of the United States or under the Constitution of the State of North Carolina, or upon his rights as defined by the regulations of Wilmington College.

Section 2. **Membership:** The Student Council shall be composed of the President, Vice-President, and Secretary-Treasurer of the Student Government; of the Chairman of the Board of Elections and the Chairman of the Judicial Committee; of the president or duly appointed representative of each of the active chartered clubs; and of the following, who shall be elected by their respective classes:

president, vice-president, secretary, and two representatives from each class.

Section 3. **Faculty Advisor:** The faculty advisor of the Student Council shall be the Dean of Students of the College or a deputy appointed by him.

Section 4. **Meetings:** The Student Council shall meet every two weeks according to a schedule to be established during the first week of each Quarter, but which may be revised from time to

time. A quorum for meetings shall be two-thirds of the total membership of the Council, and a majority vote of the members present shall be required to pass any motion, unless otherwise specified in this Constitution. All meetings shall be conducted according to **Robert's Rules of Order.**

Section 5. Attendance: All Council members shall be required to report their expected absences to the President before meetings. Two consecutive absences or three absences within a quarter shall automatically bar a member from the Council, unless he be the President, pending reinstatement by a majority vote of the Council members present. Two tardies shall be considered as one absence, and absences and tardies shall be recorded by the Secretary-Treasurer.

Section 6. Powers: The powers of the Student Council shall include: upholding the Constitution of the Student Government; approval of the aforementioned appointments and establishment of subsidiary bodies by the President; planning and supervision of all social activities of the Student Government; supervision of the behavior of the student body at all student functions; supervision of expenditures made from student funds allocated to the Student Council; and the trial of any student against whom a charge of misconduct has been submitted by the Judicial Committee, with final judgment and punishment, if that student be found guilty, to be recommended to the President of the College by the Advisory Committee, which shall consist of the Dean of the College, the Dean of Students of the College, the Dean of Women, the President of the Student Council, and such other members of the faculty

as may be appointed by the President of the College.

Section 6. The Judicial Committee: The Judicial Committee shall consist of a Chairman appointed by the President of the Student Government and of the two Representatives from each Class. This Committee shall review all charges of misconduct brought to the attention of the Chairman, and shall submit to the Student Council all charges that it deems valid.

Article V—Qualifications and Elections

Section 1. General qualifications for Members of the Student Council:

- a. Each member must have, at the time of election or appointment, and maintain throughout his term of office an average of 2.0 quality points or better.
- b. Each member must be enrolled for a minimum of twelve (12) quarter hours throughout his term of office.
- c. The President, Vice-President, and Secretary-Treasurer must be members of the Sophomore Class, as defined by the regulations of the College.

Section 2. Elections:

- a. The President shall appoint a Chairman of the Board of Elections from the Sophomore Class at the first meeting of the Student Council during the Fall Quarter, and shall set a date for the election of Freshman Class Officers.
- b. All student body and Class elections shall be planned and controlled by the Student Council and Board of Elections.

c. The Board of Elections shall be composed of a Chairman and of the vice-presidents and secretaries of each of the Classes and of any others whom the Chairman may appoint with the approval of the Student Council; this Board shall be responsible for the administration of all student body and Class elections.

d. The three officers of the Student Government and the officers of the Sophomore Class shall be elected during the second from the last week of the Spring Quarter, and the Freshman Class Officers shall be elected during the first three weeks of the Fall Quarter.

e. Nominations shall be made for each elective office of the Student Government and of the Classes, and, if written, shall be signed by each of the nominees who shall be given the choice of one candidacy in the event of his receiving multiple nominations. Each candidate must satisfy the qualifications for the office to which he is nominated, and it shall be the duty of the Chairman of the Board of Elections to verify the candidates' eligibility.

f. To be elected, a candidate must receive a majority of the votes cast for the office for which he is nominated. If no candidate receives a majority of the votes cast, a run-off election shall be held between the two candidates receiving the highest number of votes.

Article VI—Succession

Section 1. In the event that the presidency of the Student Government or of any Class shall become vacant, the appropriate vice-president shall become president.

Section 2. If the office of Vice-President of the Student Government becomes vacant through succession or for any other reason, the President of the Student Government shall immediately call for the election of a new Vice-President. The need for an election of a vice-president of a Class to fill a vacancy created through succession or for any other reason shall be determined by the Student Council.

Section 3. Vacancies arising in the offices of Secretary and Representative of a Class shall be filled by appointment by the appropriate Class president, subject to the approval of the Student Council.

Section 4. A vacancy arising in the office of Secretary of the Student Government shall be filled by the Secretary of the Freshman Class, who shall forfeit the latter office.

Article VII—Clubs

Section 1. The Student Council may grant charters to clubs whose constitutions and by-laws do not violate the principles of the Preamble, and may suspend the charters of clubs that violate these principles or which become inactive.

Section 2. Charters are to be renewed by a vote of the Student Council during the last three weeks of the Spring Quarter, and this Constitution shall honor charters granted under previous constitutions if the clubs meet the aforementioned qualifications.

Article VIII—Amendments

Section 1. Proposal:

a. An amendment to the Constitution may be

presented to the Student Government upon recommendation by four-fifths of the total membership of the Student Council.

b. An amendment to the Constitution may be presented at the Student Council by a member of the Student Government accompanied by a petition of ten per cent of the student body. Such amendment may then be presented to the Student Government upon recommendation by a majority of the total membership of the Student Council.

Section 2. Ratification of an amendment shall require a two-thirds vote of a quorum of three-fourths of the Student Government.

Article IX

This Constitution shall be in effect at the beginning of the Fall Quarter, 1961.

MISCELLANEOUS

This chapter contains information concerning certain specific regulations of the College and concerning other individual matters of importance to the student. It should be read carefully and remembered. The College has two important general regulations.

1. Any act by a student which is illegal and unlawful according to the statutes of the City, the County, the State of North Carolina, or the United States of America will result in disciplinary measures by the College, and may result in the dismissal of the student who is in violation.

2. Beyond this general regulation, the College assumes that its students are men and women of good sense and good manners who will conduct themselves at all times in a way befitting adult members of society with proper regard for the rights of others and with the dignity and good taste which should be characteristic of educated men and women.

Automobiles and Parking. It is realized that many students must drive their cars to the College. The College has provided space for the parking of these cars to the extent of its ability. The following regulations concerning cars and parking are presently in force.

1. All cars parked on the College grounds must carry a College tag, for identification purposes. These tags may be procured from the Bursar at the time of registration. A charge of 25c is made for each tag, which will be returned upon application when the student leaves the College and returns the tag in usable condition.

2. Cars will be carefully parked in the space designated. Do not block driveways.

3. Certain parking areas are set aside for the use of the members of the faculty, the administration and visitors to the College. Students are not permitted to park in these spaces.

4. Disregard for these rules will result first in a written warning to the offender. If a student persists in parking on College property without a proper tag, or parking in a restricted area not open to students, his car will be towed to storage garage at his expense. Continued violation will result in dismissal from the College.

Clothes and Personal Appearance. The College does not attempt to dictate to students concerning their clothes or personal appearance. However, the Dean of Students and the Dean of Women are charged with the responsibility of calling a student's attention to any breach of good taste in either clothing or general deportment which may be reported to them by a member of the faculty. Persistent disregard for the canons of good taste or decency in clothing or conduct will result in disciplinary measures.

Alcoholic Beverages. It is illegal to bring alcoholic beverages onto the College property or to consume them there. The College property includes the automobile parking area. The Co

lege does not permit the serving of alcoholic beverages at any officially sponsored College dance, party, club meeting, or other function. These regulations will be strictly enforced.

Gambling. It is illegal to gamble or to engage in any game of chance on College property. This regulation, like that pertaining to alcohol, will be strictly enforced. Persistent disregard for it will result in summary dismissal from the College.

Cheating. Cheating on examinations or on daily work is childish. Its only possible purpose is to deceive the instructor into giving a student a better grade than his own achievement has earned. You are in college to master the content of the courses, not to receive grades. Attempts to cheat are evidence of a lack of maturity. Instructors are obliged to report all cases of cheating to the Office of the Dean, and to give the offender a zero on any test, written paper or other assignment which is not entirely his own work. A second offense in this category will generally result in summary dismissal from the College.

Social Affairs. All social affairs held under the auspices of the College must be approved by the Dean of Students. If both men and women are to be present, chaperons approved by him or by the Dean of Women must be provided. The College makes no attempt to regulate social affairs held by students in their own homes or elsewhere which are not sponsored by the College. However, persistent reports of unseemly conduct by students which reflect discredit upon the College will result in an investigation and disciplinary action if it is warranted by the circumstances.

Telephones. Public pay telephones are provided for the use of students making personal

calls. Students are not permitted to use the College telephones except on official College business or in cases of real emergency.

Students will not be called from classes to receive incoming telephone calls, nor does the College accept any responsibility whatever for such calls or for the relaying of messages to students. In cases of real emergency, of course, efforts will be made to contact the student called.

Housing for Out-of-town Students. Wilmington College is a community college specifically designed to serve the needs of an area within commuting distance of its campus. No dormitories or boarding houses are operated by the College, and the College accepts no responsibility for the housing of students.

However, students who are not residents of the area are welcome to attend the College. The office of the Bursar maintains a list of approved rooms which are available to students, and will furnish this list upon request. Arrangements as to price of rooms and conditions of tenancy must be made by the student.

Employment of Students. With the cooperation of the Wilmington Merchants Association the College maintains a part-time employment bureau through the Office of the Director of Public Relations. Students desiring part-time employment are urged to register with this bureau.

A few students are employed in the Library and as laboratory assistants in Chemistry, Physics, Biology, and Engineering Graphics. Arrangements for such employment are made with the heads of the departments concerned.

Veterans' Affairs. The Dean is the College liaison officer with the Veterans' Administration. Veteran students should seek an interview with him before registering in order to obtain full information concerning their responsibilities as veteran students.





1963/64



Wilmington

COLLEGE

STUDENT
HANDBOOK



STUDENT HANDBOOK



**WILMINGTON
COLLEGE**

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INTRODUCTION

First of all, the Faculty and the Administration welcome you to Wilmington College. With your matriculation, you are entering into a new educational experience. We hope it will be fruitful in knowledge and rewarding in useful attainment. Whether or not it will be depends primarily upon your own attitude. It has been said that a college education is the only thing a man is willing to pay for and not get. College instructors are continually amazed at the devices of students apparently seeking to avoid the very rewards for which they are paying their money and, more importantly, their time. Failure in college is sometimes the result of poor ability or inadequate educational background. But it is much more often the result of an adolescent attitude toward responsibility. College is intended to give you certain formal knowledge. But it is also intended to help you to grow up. It does this, in the beginning, by assuming that you already have grown up, at least to the realization that what you are doing is important, and that because it is important, it is worth hard work and persistent endeavor. If you have not matured to this point, you do not belong in college.

The college instructor assumes that you realize that learning is a positive and active process.

It is something you do, not something that is done to you or for you. The role of the college instructor is to help you to learn, not to teach you. You have certainly read the proverb "Experience is the best teacher." Like many proverbs this one is only half true. Good experience is the best teacher. The primary function of the college instructor is to see to it that the academic experience you get is good experience. He will direct your thinking into paths which have been found to be rewarding in true knowledge; he will see to it that you do not waste your time in the exploration of blind alleys; he will assign you tasks that have been proven to be productive in the attainment of skills and knowledge; he will explain and elucidate difficult material; he will distinguish for you and help you to distinguish for yourself between what is known to be true and what is assumed to be true and what is not known at all; and from time to time he will test your achievement, not primarily for the purpose of assigning a grade, but for the purpose of letting you know what you have learned and what you have failed to learn. But the college instructor will not, because he cannot, learn for you. He will not recommend a substitute for honest work and study, for there is no substitute for these things. Neither will he grade you on your personality or your politeness or your personal attractiveness or on anything else except your demonstrated achievement. What you have accomplished, as nearly as it can be measured will determine your grade. The most important quality of the college teacher is his professional academic integrity. He will try to give to you

all the assistance, all the advice, all the direction he can give. But the achievement must be your own.

You will find in the catalog of the College certain prescribed curriculums. If you expect to receive a degree, you must follow one of these curriculums and complete it with a 2.0 quality point average. You may be surprised at some of the courses you are required to take. But these curriculums have been carefully and thoughtfully designed to give you not only the knowledge specifically required in your chosen field, but also certain other knowledge which will enable you to live better in the complicated society of which you are a part and to fulfill your responsibilities as an educated man or woman. You owe it to yourself to spend as much time and as much effort, proportionally, on these courses as you spend on those which seem to you to be more directly applicable to your chosen field. A man is not only an engineer, a lawyer, a doctor, or an accountant. He is also a citizen and a member of society, with a long heritage of civilization behind him. The future of the world is not likely to depend upon how well you can design a road or win a lawsuit. But it will depend upon how well you, as a representative of an educated citizenry, understand international and national and local affairs and so are able to act wisely in determining the course they shall take.

Perhaps the most important attribute of man which distinguishes him from other animals is his ability to communicate and to communicate accurately his thoughts, his ideas, and his dreams. The art of communication, therefore, is an in-

dispensable art. The primary purpose of the required courses in Freshman English is to make you skillful in this art, and to enable you to communicate your thoughts accurately and to receive the thoughts of others with understanding. Because communication is so important in life, these courses are required of all students. Their only purpose is to make it possible and easy for you to let other people know what you are thinking in a manner that will insure their complete understanding, and to enable you to understand the communications of other men. Language—and primarily your own native language—is the best device that exists for communication. Its accurate and fluent use is perhaps the single most important thing you can learn, for without it you can learn nothing else, nor can you communicate what you know to others. Do not, therefore, look upon these two required quarters of Freshman English as something dreamed up by a pedagogue for your exasperated boredom. They are probably the two most important courses you will study during the years you are here. We know this to be true, because we know that there is a high correlation between success in Freshman English and success in all other courses. This is not remarkable. Unless you can read with understanding and write with clarity and accuracy, you can do very little else worthwhile in a world where communication is of paramount importance.

Not all students come to college with the same academic backgrounds. Secondary schools, even accredited secondary schools, differ in their standards of achievement. Before you were admitted

to Wilmington College, you were required to take certain tests. These tests may show that you are below the accepted standards of achievement in English or in Mathematics. If you are assigned to a remedial course, you are expected to meet the classes and appointments and to do the assigned work. Failure to do this will result in your dismissal from the College. You are asked to take these courses because you need them. Failure to take them and to profit by them will result in a continuous and mounting waste of your time, because your deficiencies, if they are not corrected, will make it impossible for you to profit by the instruction in the regular college courses. The College will permit you to do many things. But the College will not permit you to waste your time. Time is the only irreplaceable commodity.

Again, we welcome you to the College. The following pages are designed to give you indispensable information. You are urged to read them carefully. They are in the nature of a guide book to the academic and the non-academic terrain into which you are entering as an explorer. The rules and regulations which follow are not intended to impede your progress, but to facilitate it. Close attention to the guidebook will make your journey easier. Deliberate and continued disregard for it will make your journey impossible.

THE ORGANIZATION OF THE COLLEGE

A college, even a small college, is a rather complicated organization. To the new student in search of information, it may be bewildering. One of the important things a student should learn is to go to the proper person for information and for counsel. The purpose of this chapter is to outline the organization of the College and to describe the functions of its officers and the members of its faculty and staff. Become acquainted with the information this chapter contains. It will save you time, and, more importantly, it may save you from being misinformed if you seek answers to your questions from the wrong person.

The Board of Trustees. Wilmington College is one of the colleges in the system of higher education of the State, supported by funds from appropriations by the State Legislature. Its governing body is an appointed Board of Trustees, and this Board constitutes its corporate entity. The Board is charged with the operation and maintenance of the College, with the administration of all funds, with the employment of faculty and staff, with the determination of entrance requirements, courses of study and degrees to be granted, and with the regulation and disci-

pline of students. The Board consists of twelve members appointed by the Governor. The Board elects a Chairman, a Vice-Chairman, a Secretary, and a Treasurer. The names of the members of the current Board, and of its officers and committees, will be found in the Catalog of the College.

The individual student is not likely to have any direct relations with the Board of Trustees. A student may, however, appeal the decision of any College administrative office through the President of the College to the Board if he so desires. Further, the regular meetings of the Board are in the nature of public meetings, and a student may attend these meetings as a citizen.

The President. The President is the chief administrative and executive officer of the College. The Board of Trustees delegates to him many of its functions, which he carries out himself, or sees that they are performed by others. The President keeps in touch with the academic affairs of the College through regular meetings with the Deans and with the Faculty, and with student affairs of a non-academic nature through meetings with the officers of the Student Government and student organizations. Beyond these formal contacts, the President is always anxious to counsel with individual students concerning their problems, either academic or personal. Because of the demands upon his time by the regular business of the College, students are asked to make definite appointments for conferences.

The Vice President for Finance. The Vice President for Finance is responsible to the President and through him to the Board of Trustees, for

the business management of the College. He is the purchasing agent of the College, and the administrator of all College funds, including loan funds for students. He is also responsible for the maintenance and upkeep of the College buildings and grounds, and for the administration of the cafeteria and bookstore.

The Vice President is the person to consult if you need a tuition loan or other financial assistance, or upon any other matter having to do with the business management of the College.

The Dean. The Dean is responsible to the President, and through him to the Board of Trustees, for the academic administration of the College. As Director of Admissions, it is his duty to administer the admissions requirements and tests, and to determine the acceptability of candidates for matriculation as regular or special students. He is also responsible for the program of academic counseling of students, and for academic discipline in such matters as absences and academic deficiencies. He also administers the graduation requirements and certifies the fulfillment of these requirements for the conferring of degrees. In consultation with the members of the faculty, the Dean determines the academic schedules of classes and laboratories. He is charged with the administration of veterans' affairs, and is the College liaison officer with the Veterans' Administration. He is also chairman of the Scholarship Committee which awards all scholarships.

The Office of the Dean is the proper place to seek information concerning the academic aspects of the College, veterans' affairs, scholarships, or

counsel concerning courses and course requirements.

The Dean of Students. The Dean of Students is responsible to the President, and through him to the Board of Trustees, for the non-academic regulations of the College, and for all extra-curricular activities, including the Student Government, student clubs, dances and other social affairs, and athletics. He is also charged with the general responsibility of counseling men students concerning personal problems, although he may delegate this responsibility to other members of the faculty in individual cases.

The Office of the Dean of Students is the proper place to seek information concerning non-academic problems and questions.

The Dean of Women. The Dean of Women is responsible to the President, and through him to the Board of Trustees, for the personal counseling of women students, and, in cooperation with the Dean of Students, for the regulation of student social affairs. Her office is the proper place for women students to seek advice and counseling concerning their problems.

The Registrar. The Registrar is responsible to the President, and through him to the Board of Trustees, for all student academic records. The Registrar registers all students in classes at the beginning of each quarter, records and issues all grades assigned by instructors, issues transcripts, and maintains records of absences, withdrawals, and dropped courses.

The Office of the Registrar is the proper place to seek information concerning your grades and credits. Any changes in elected courses must be

reported in writing to the Registrar after the change has been approved by the Dean.

The Bursar. The Bursar is responsible to the Vice President for Finance for the collection of all tuition and fees due from students, including laboratory fees and student activity fees. The Bursar also prepares all checks for disbursement for the proper signatures, and keeps the accounts of the College.

The Office of the Bursar is the proper place to seek information concerning the payment or refund of fees or tuition.

The Dean of the Evening College. The Dean of the Evening College is responsible to the Dean, and through him to the President, for the general regulation of the College during the evening hours when classes are in session. His office is the proper place for evening students to seek information and counsel concerning academic or non-academic affairs having to do with the College. During the registration period at the beginning of each quarter, the Dean of the Evening College may serve as the deputy for the Bursar and the Registrar.

The Director of Adult Education. The Director of Adult Education is responsible to the President, and through him to the Board of Trustees, for the organization and administration of all non-college-credit courses given by the College. One of his functions is to assist students to obtain part-time employment through the student employment service organized jointly by the Wilmington Merchants' Association and the College. He also acts as Public Relations Director for the College, and administers the Press Bureau. All

stories and articles intended for publication in the public press or for dissemination over radio or television should be cleared through this Bureau.

Faculty Members. The true strength of any college lies in the members of the faculty. Wilmington College is proud of its faculty and of their tradition for sound scholarship and high standards of teaching. While the formal contacts of the student with members of the faculty will be in the class room and laboratory, the members of the faculty are also charged with the academic counseling of students. The student is urged to seek conferences with his instructors outside the class room whenever he is in doubt about any point in the instruction, and to respond eagerly when an instructor summons him for a conference. The nature of college teaching and the wide divergence of aptitude and pre-college experience of the students make these extra-class conferences an important part of the teaching and learning process. The student is particularly urged to be prompt in meeting appointments with members of the faculty. An instructor is a busy person. A missed appointment is a discourtesy and an indication that the student still suffers from the irresponsibility of adolescence. Remember, it is you, and not the instructor, who profits from the teaching process; it is you, and not the instructor, who suffers from opportunities lost to gain clarification and knowledge.

The Librarian. The Librarian is responsible to the President and through him to the Board of Trustees for the administration of the book collections of the College. This administration includes the acquisition, preparation, and inter-

pretation of all printed materials and certain other instructional materials, including films and phonograph records.

As a college student, you will spend many hours in the Library. One qualification of an educated man is his ability to use the tools of learning and information with facility. A knowledge of facts may be important. A knowledge of where and how to find out what you need to know is more important. It is the function of the Librarian and the Library staff members to assist you in the interpretation and use of the library materials. You will receive formal instruction in this early in your course in Freshman English. You will practice it throughout your college career, and, if you are to continue to progress in learning, throughout your life. Make use of the Library and its staff in your search for knowledge. But learn early to find things for yourself in books and library materials.

The names of the officers of the College and of the members of the faculty will be found in the College Catalog. Familiarize yourself with these names, and get acquainted with the persons and what they do. Then you will know where to turn when you need advice or assistance.

The College also employs a certain number of secretaries, clerical assistants, laboratory assistants, and custodial help. This personnel has important duties to perform. One of these duties is not, however, to give authoritative answers to questions of an official nature concerning the administration and regulation of the College. Do not depend upon them for accurate information, and do not bother them with questions they are

not authorized to answer. You will save yourself time and trouble by going to the proper person first.

TUITION AND FEES

Wilmington College is supported by appropriations made for operating expenses by the State of North Carolina. From this source, and from some private gifts and donations, the College derives approximately sixty per cent of its annual operating income. The remainder comes from student tuition and fees. Your tuition and fees, therefore, pay for approximately forty per cent of the cost of your college education.

Registration Fee. Every student registered for one or more courses giving college credit, either as a regular student or as an auditor, is required to pay a registration fee of \$5.00 at the beginning of each quarter in which he registers. The only persons excused from this fee are those on full tuition scholarships. Applicants for admission to the College must pay the registration fee for their first quarter at the time of applying. This fee is not refundable.

Tuition Fees. The regular full-time tuition fee is \$70.00 per quarter for citizens of North Carolina and \$130.00 for out-of-state students. This entitles the student to elect from 14 to 20 quarter hours of credit inclusive during the quarter. Students who elect less than 14 quarter hours during any quarter are charged tuition at the rate of \$5.00 for each hour of credit elected if they are

citizens of North Carolina and \$9.00 for each hour if they are out-of-state students. Students who elect more than 20 quarter hours during any quarter are charged \$5.00 per quarter hour for all hours over 20. (\$9.00 if they are not residents of North Carolina.)

Student Activity Fee. Every student electing two or more courses in the College during any quarter is required to pay a student activity fee of \$8.50 for that quarter. The income thus derived is retained in a special fund and used to help defray the expenses of student social affairs, clubs, publications, and athletics. The payment of this fee entitles the student to free admission to all regularly scheduled varsity athletic events, to a copy of the College Annual, to the College newspaper, and to participation in regular college-sponsored social events.

Laboratory Fees. Because of the cost of the materials involved in the teaching of certain subjects, students electing these subjects are required to pay a laboratory fee of \$7.50 for all courses in Biology, Typewriting, Office Machines, Chemistry and Physics.

In addition to these regular laboratory fees, students will be charged at replacement costs for the breakage of laboratory and other equipment, and for the abnormal use of expendable supplies and materials. Payments assessed for these latter causes must be paid before credit will be given for the course in question.

Late Registration Fee. An additional registration fee of \$5.00 is charged for late registration in any quarter. The last day upon which a student may register without incurring this pen-

alty will be found in the calendar for each year in the College Catalog.

Change of Course Fee. If a student changes his elected course of study after his registration has been completed, a charge of \$1.00 will be made for each course or section changed, dropped, or newly elected. This fee may be waived by the Dean when the change is made necessary by the exigencies of the class schedules.

Graduation Fee. A fee of \$7.50 is required of each student who expects to be graduated by the College at the end of any quarter. This fee is levied to pay the cost of the diploma and academic gown and regalia.

Refunds. A student who withdraws from school on or before the last day for registration will receive a refund of the full amount paid, less a \$5.00 registration fee. On withdrawal later than the period specified, no refund will be made.

In some instances circumstances justify the waiving of rules regarding refunds. An example might be withdrawal from school because of illness. Students have the privilege of appeal to the Financial Committee when they feel that special consideration is merited. Applications for such appeals may be secured from the Dean.

Transcripts. Every student who matriculates in the College is entitled without charge to one official transcript of credits earned. A charge of \$1.00 is made for each additional transcript. Students are warned that when they are transferring credits from Wilmington College to another institution, they should request the College to mail the official transcript, since many in-

stitution will not accept transcripts presented by applicants personally.

Payment of Fees. All tuition, laboratory, registration and student activity fees are due and payable at the time the student registers. As a convenience to veterans who are subsisting entirely upon government allowances for education, the payment of their fees may be deferred by special arrangement with the Vice President for Finance until the arrival of their first government check. Deferred payment by other students is seldom permitted, and then only in cases of extreme hardship and by special arrangement. In all cases, fees must be paid in full before the student will be permitted to take the final examinations for any quarter.

Fees may be paid by check or money order payable to Wilmington College, or in cash. All payments are made to the Bursar, who will give an official receipt.

Scholarships. The College grants a limited number of free and work scholarships, usually covering the cost of tuition, to deserving students. Application for a scholarship should be made in writing to the Scholarship Committee at the time the prospective student applies for admission, or before.

Auditing. The auditing of courses without credit is permitted, by special permission of the Dean and of the instructor involved. Individuals not regularly enrolled as students in the College who wish to audit courses will be classed as Special Students, and will be required to pay regular tuition and registration fees. College students in regular status will be permitted to audit

courses free of charge unless the addition of the audited course makes the total quarter hours exceed twenty. In the latter case, the student will be charged for the excess hours at the regular rate.

YOUR ACADEMIC LIFE

The purpose of this chapter is to acquaint you with certain aspects of the formal academic procedures of the College. Your admission as a student indicates that in the opinion of the admitting authorities you are capable of doing satisfactory college work. This opinion is based upon your high school and other educational records and upon your performance on the entrance tests. From this point, it is very largely up to you what you do with your opportunity. You will be given every possible assistance by your instructors and by the administration of the College. But the responsibility for your success or failure as a college student is your own.

Registration. The first formal process in becoming a student in the College is your registration. This includes the choice of the courses you elect to follow. During the registration period, members of the faculty will be available to advise you in this. You will also find printed in the Catalog of the College suggested programs which, if followed, will enable you to complete the work for the degree with a minimum of difficulty. Class schedules will be furnished to you, showing the hours and days at which the various sections meet. The College operates during the three regular quarters of the year from 8:30 in

the morning until 10:30 in the evening, and you may have classes at any hour in this interval. There are no classes on Saturday. You will find that most subjects have classes for one hour each day five days each week. Members of the faculty will assist you in making your program of classes.

It is important that you complete the registration forms legibly and without the omission of any requested information. These forms constitute a permanent record of your registration, and are therefore important. You are required to consult with the instructor of each course in which you register, and to have his initials on your registration form as an indication that you have been admitted to his class. The number of students admitted to individual sections is stringently limited in order to assure good teaching. If a given section of a class is filled before you register, you will be obliged to take the subject at another time.

When you have chosen your classes and obtained the approval of the individual instructors for your elections your entire program will be scrutinized by the Dean or his deputy, and initialed. The final step in the registration process is the payment of fees and tuition to the Bursar, who will give you a receipt. Do not lose this receipt. It is your proof that you are regularly registered in the courses of your choice.

If you are a regular, full-time student, you will be permitted to register under normal circumstances for not more than twenty quarter hours of credit each quarter. If you wish to carry more than this maximum load, you must

obtain the special permission of the Dean.

The normal load for most students, however, is fifteen or sixteen quarter hours. Unless your high school record and test scores are much better than average, you will be discouraged from undertaking more than this normal load. Required remedial work and sub-college courses, although they do not give college credit, will be counted in determining your credit-hour load.

Dropping and changing courses. If you find during the first two weeks of the quarter that you have elected more courses than you can carry satisfactorily you will be permitted to drop one or more without penalty. This is done by first obtaining the permission in writing of the Dean. He will give you a form to be taken to the instructor in the course to be dropped, who will initial it, and remove your name from his class roll. The form then goes to the Registrar, who will make the necessary changes in your permanent record. It is important that you carry out this procedure fully. Unless all the records are corrected, you will be reported as absent from the class, or possibly as failing the course.

After the end of the second week of the quarter, you will not be permitted to drop a course except under extraordinary circumstances. If you drop a course without permission of the Dean after the first two weeks, you will receive an F for the course on your permanent record.

The procedure for changing courses or sections is the same as that for dropping courses. No change may be made in your registered program without the permission of the Dean, which will be given to you in writing on an official form,

and which must be cleared by you with the instructors concerned and with the Registrar before the change becomes official. Please note, also, that there is a charge of \$1.00 made for each change in your program after your registration has been completed, unless you are specifically excused from the payment of this charge by the Dean because the change was made necessary by the exigencies of class schedules. Remember, the responsibility for seeing to it that your registration is correct, and that you are properly registered in the courses you elect, is your own.

Class Attendance. You are expected to attend all regularly scheduled meetings of the classes in courses for which you are registered. If you are absent from a class, this absence will be reported to the Registrar and entered on your record. After an absence, you will be readmitted to the class at the discretion of the instructor. He may accept your explanation for your absence, or he may require you to obtain a written excuse from the Dean before readmittance. You may be asked to withdraw from the College for excessive absences without acceptable excuse.

It is especially important that you be not absent from announced tests and quizzes. If your absence is due to illness, you will generally be given an opportunity to make up the test. But this is entirely within the discretion of the instructor, who will take into consideration your general absence record and your demonstrated interest in the course. The instructor may give you a zero for the test.

The College cannot give you credit for a course if you have been absent for any reason what-

soever, including illness, from twenty-five per cent of the regular class meeting, unless you make special arrangements with the instructor to make up the work to his satisfaction. This will usually not be possible, and the instructor is not required to make such arrangements.

The above paragraph does not mean that you may be absent with impunity from twenty-five per cent of the regular class meetings. It means that you may not, for illness or for any other reason, be absent from that proportion of the meetings of the class and receive credit for the course. You may be dismissed from a class with a grade of F whenever it becomes evident from your attendance record that you are not profiting from the instruction. It is your business to attend classes regularly and to prepare assignments on time. Your failure to do this will be considered as evidence that you are not interested in obtaining a college education, and that you are wasting your own time and that of the instructor. The College will not permit you to do this.

Tardiness. Classes are scheduled to begin on the half hour during the three regular quarters of the year, and to end twenty-five minutes after the hour. Tardiness is a discourtesy to the instructor and to the other members of the class. It will not be tolerated. An instructor may exclude you from a class meeting and record you as absent if you are habitually tardy.

The Library and its Use. One of the most valuable things you will gain from a college education is a knowledge of books as sources of information and the ability to use them skillfully. You will be given some formal training in the

use of the Library and its resources during the first quarter of your Freshman English course. You will use the Library constantly for reference and research during your college career. Get acquainted with it early. The Librarian is there to assist you to find what you need, but not to find it for you. Your own facility in the use of library materials is a measure of your education.

The Library is a place for quiet study. It is not a place for conversation, for meetings with your friends or for boisterous conduct. You may be excluded from its use if your conduct is annoying to others.

Do not remove books from the Library without properly charging them at the desk. Return them on time. When you keep a book longer than necessary, you deprive another student of its use. Common sense and ordinary courtesy will tell you not to deface library books and materials. If you do not possess these qualities, you do not belong in the company of college students. If you demonstrate that you lack them, you will be promptly removed from this company.

How much should you study? You should work on your daily assignments until you are convinced that you have mastered the material assigned and until you have completed any written work required of you. It is impossible to tell you, as an individual student, how long this will take. You must be the judge for yourself. However, instructors generally make assignments in such a way that the average student requires about one and one-half hours study for each hour in class. If you are a better than

average student, you may be able to do the work more quickly; if you are slow to learn, it may take you longer.

This one to one-and-one-half hour ratio between time in class and time in study is the fundamental reason behind the normal student load of sixteen quarter hours per week. If you are taking sixteen quarter hours of work, you will spend sixteen hours each week in class. If you are an average student, you will spend another twenty-four hours each week in study and preparation. This makes a total of forty hours, which is a good work week.

Do not allow yourself to get behind. Little time is allowed in college instruction programs for review. Do not neglect your daily study and plan to cram for examinations. Cramming leads to superficial knowledge. If you are childish enough to be more interested in grades than in achievement, you may be able to make a satisfactory grade on an examination by cramming for it. But the knowledge will not stay with you. You are in college to gain systematic and permanent knowledge, not temporary and hit-or-miss information.

Perform your written assignments on time. Instructors will judge you by the sense of responsibility you exhibit, and grade you accordingly. Do not try to first-guess your instructors in the matter of grades. You are graded on your total achievement as demonstrated in your daily work, your tests, your final examination, and the instructor's estimate of your achievement. If you are genuinely unable to perform your work because of illness or other legitimate reason, be

sure that you will be given an opportunity to make it up, and help in doing so. If your failure be due to laziness, carelessness, or other illegitimate reason, be sure it will be reflected in your grade—and more importantly in your achievement—and, in the words of the Persian poet, “not all your tears will wipe out one word of it.”

Academic Warning. At the end of the fourth and the eighth weeks of each regular quarter, instructors report to the Dean the names of all students who are currently failing. If you are so reported, you will probably be asked to consult with the Dean about your work, and also to have a conference with the instructor concerned. If you are under twenty-one years of age, your parents will be notified. This is not a punishment. It is information given to you in the hope that you may be able in the time remaining to improve your achievement to a satisfactory point. Your instructor will help you to do this, if you give him your honest cooperation.

Grades and Quality Points. You are graded on a five point scale, as follows:

A—Superior

B—Above Average

C—Average

D—Passing, but below average

F—Failure

The College does not recognize plus and minus grades. A B-plus will be entered on your permanent record as a B; a C-minus will be entered as a C.

A grade of D means that you have passed the course in question, but with a below average record. In general, courses for which you receive a

grade of D will not be transferable for credit to other institutions. There are some exceptions to this rule, but do not count on them.

For ease in academic bookkeeping, each grade you receive is assigned a certain number of quality points, as follows:

A—4

B—3

C—2

D—1

F—0

Your average for academic record purposes is computed on a basis of these quality points. The total number of quality points you have earned is divided by the total number of credit hours you have elected at the end of each quarter. The resulting figure is your quality point average, which may be translated back into a letter grade. You must have a total quality point average of at least 2.0 (or C) at the end of your final quarter in order to be graduated.

Dean's List. At the end of each quarter, the Dean publishes a list of the names of those students who have demonstrated superior achievement. This list contains the names of those students who have a quality point average for the quarter of at least 3.0, and who have no grade for the quarter below a C.

Dismissal or Suspension for Academic Deficiency. The standards of Wilmington College are high and its reputation for good teaching and honest grading is exemplary. You will not be permitted to waste your time here. If, at the end of any quarter, your quality point average falls below 1.5, you will either be asked to leave the

College, or, if you are readmitted for the next quarter, it will be on academic probation, and you will be asked to leave at the end of the first four weeks if you are reported as failing in any course. If you are placed on academic probation, the Dean may, at his discretion and after a conference with you, limit stringently the number of credit hours you will be permitted to elect.

Academic probation is not a punishment. It is an opportunity offered to you to recover from past mistakes and to demonstrate that you are college material.

Transfer of Credit. If you transfer from Wilmington College to another institution, the College will send to your new school, at your request, a complete transcript of your record here. This is a photostat copy of your permanent record, attested to by the Registrar. It will become a part of your permanent record in the college to which you transfer. All of the credits you have earned, together with the grades assigned in each course, will be a part of it. Credits you have earned here will generally be accepted by other colleges, so long as these credits apply to the degree you are seeking. Which courses will be accepted and which will not is a matter for the determination of the college to which you transfer. However, if you have followed one of the curriculums in the Catalog of Wilmington College, and continue in this curriculum in the college to which you transfer, you will generally find that all your credits are acceptable. If the college to which you expect to transfer has some unusual course requirements, you should determine these

from its catalog, and elect courses here which will satisfy them.

It is an almost universal practice of colleges to accept transfer students from another institution, no matter which, with what might be called a "clean slate." This means that if you are accepted, you will be started in the new college with an over-all quality point average of C, no matter what your average grade has been in the college from which you come. In other words, you will succeed or fail in the college to which you transfer on the basis of your record there and not on the basis of a record made someplace else. But the grades you have earned will remain on your permanent record.

Wilmington College follows this practice with students who transfer here from other institutions. Most colleges do the same thing with transfers from any other college.

Your Draft Status. At the end of any quarter, at your request, the Dean will write to your draft board certifying that you are a regularly enrolled student in the College. Your standing in your class will be given to the draft board at the end of the academic year, upon your request. Beyond this, the College can accept no responsibility for your draft status.

Class Periods. The class periods in the College are fifty-five minutes in length, except certain laboratory periods of two or three hours. During the three regular quarters, they begin on the half hour, that is, at 8:30, 9:30, etc., and end twenty-five minutes after the hour, that is, at 9:25, 10:25, etc. The time limit of fifty-five minutes is imposed on students and faculty mem-

bers alike. No instructor has authority to hold a class beyond twenty-five minutes past the hour, and students are informed that if they have classes at two successive hours, they are permitted to leave the first class quietly at twenty-five minutes past the hour, if the instructor is running over-time. During the Summer quarter, classes begin on the hour and end five minutes before the hour.

Final Examinations. Final examinations are scheduled for all courses at the end of each quarter. The final examination period is two hours for each scheduled examination, and the examinations must be taken at the time scheduled. No instructor has authority to change the scheduled time for a final examination.

Students who are ill at the time of the final examination in a course will be given a grade of "Incomplete" in the course. This grade may be removed and a regular grade earned by taking an examination in the course by arrangement with the instructor concerned before the end of the next quarter.

An unexcused absence from a final examination will result in a grade of zero or the examination, and may result in a failing grade for the course.

An instructor has the authority to excuse any or all students from taking the final examination in a course. However, a student may demand a final examination if he believes the grade assigned on the basis of his daily work is not a fair measure of his achievement in the course.

Incomplete grade. If you fail to complete assigned term papers or other required work be-

fore the end of the quarter, and if the reason for your failure is considered to be a legitimate excuse by the instructor; or if you are prevented from taking the final examination in a course because of illness or other acceptable reason, you may be given a grade of "Incomplete" for the course. This grade means that the work you have accomplished has been at least good enough to earn a passing grade, but that certain important assignments have not been completed for reasons beyond your control. This grade will not be given if the instructor has evidence that your failure to perform assigned tasks is the result of laziness, dilatoriness, or other reasons which you could have foreseen and avoided. Neither will it be given if the work you have done is not of passing grade. In other words, this provision for an Incomplete grade is not a license for you to waste time during the regular quarter, with the expectation of making it up later. It is an opportunity for you to make up work which you have unavoidably been unable to do at the proper time.

All incompletes must be removed by the performance of the missed assignments and tests before the beginning of the final examination period for the next succeeding quarter. The grade will then be replaced by whatever regular letter grade your achievement in the course has earned. The responsibility for making arrangements with the instructor concerned to perform the required work is yours. If the incomplete is not removed within the time limit, you will be given a grade of F for the course.

Reasons for College Failures. Some college

failures are due to lack of ability. But these are few, because students are admitted to the College only after satisfactory performance on carefully designed tests. Some college failures are due to poor pre-college preparation. These, too, are few, because the College makes provision to give the student who needs it remedial work in the fundamental courses. Most college failures are due to laziness and to a lack of a proper sense of responsibility with respect to the work assigned. While you are a college student, study and learning are the most important things you have to do. If you are not willing to recognize this, you are wasting your time and you do not belong in college. If you continue not to realize it, you will not be permitted to remain in college—at least, not in this College.

Withdrawal. If you withdraw voluntarily from the College for any reason before the end of a quarter, you must do so by a **written statement to the Dean**. It is not sufficient to inform your instructors that you are withdrawing, either from all courses or from individual courses. Your withdrawal must be cleared with the Dean and with the Registrar, so that proper entries may be made in your permanent record. If you do not clear your record properly upon leaving the College, you will be assigned a grade of F in all elected courses, and this grade will stand on your permanent record and any transcripts made from it. If you withdraw in good standing academically, you will be given the grade of W in all courses, which indicates that you have left the College without completing the work of the quarter, but in good academic standing.

You may not withdraw from the College, or from individual courses after the first two weeks of the quarter, in order to escape a grade of F. This grade will be assigned if your work is failing at the time of your withdrawal from a course.

Graduation and Commencement. When you have completed all of the courses listed in one of the curriculums printed in the Catalog of the College with a quality point average of not less than 2.0, you will be graduated by the College and awarded a degree. You may be graduated at the end of any quarter, including the summer quarter, during which you complete the required work. However, the College holds but one Commencement for the awarding of degrees each year. This Commencement is held at the end of the Spring quarter. You will receive your degree at this time, and you are required to be present at the Commencement unless you are specifically excused from attendance by the Dean.

Hoggard Medal. Through the generosity of Dr. John T. Hoggard, President Emeritus of the College, a gold medal known as the Hoggard Medal for Achievement is awarded at each Commencement to that student who in the opinion of the members of the faculty has shown the most improvement during his years at the College. This honor is not given to the student with the highest grades, necessarily. It is given rather in recognition of hard and honest endeavor which has resulted in self-improvement beyond the average, and all facets of a student's character and performance are taken into consideration.

Relations with Members of the Faculty. Wilmington College has a faculty of teachers and

scholars. These individual instructors are interested in you as a student and they are anxious to give you every assistance in your work. Do not hesitate to ask for conferences with faculty members whenever you feel the need of such assistance. Above all, do not fail to respond promptly to the invitation of a member of the faculty for a conference. He will have a good reason for asking you to confer with him. These teachers are interested in you as a student. But they are not interested in you if you are not a student, in the best and proper sense of the word. If you cooperate with them, they will go to great lengths to help you. If you are not willing to cooperate by doing your best and by performing assigned tasks on time, they are not likely to bother much with you. They expect you to be adult in your reactions toward your work and in your conduct in the class-room. You are no longer children. You have at least begun to grow up. You, and you alone, will determine the attitude the members of the faculty will take toward you. If this attitude is not what you want it to be, look to yourself for the reason.

Textbooks and Supplies. The College operates a textbook store, in which all required textbooks of the College are stocked and sold to students at the lowest possible prices. You will find it easier to buy your books from this store, although this is not required. The College Bookstore also stocks certain required equipment, such as drawing sets and slide-rules, and certain special materials, such as tracing paper and examination blue-books, as well as general supplies (paper, pencils, etc.). The Store is open at stated hours

during each day. Purchases may be made only during those hours.

YOUR NON-ACADEMIC LIFE

The most important thing you have to do in college is to acquire learning and to master the content of the courses. But you will fail to derive from college all that it has to offer if this is the limit of what you get. In the early 'thirties, Mr. John Erskine, who was then an instructor at Columbia University, wrote a novel entitled "Bachelor of Arts." In this very readable book, he narrated the life of an undergraduate. At its end, when his hero was graduated, he came to the conclusion that what he had learned in the classroom was important, of course. But he also realized that what he had learned outside the classroom from association with other men and women of his own age and interests, and from taking an active part in the various extra curricular activities, in student government and politics, in clubs and student publications was also of great value to him because it had given him experience in dealing with people both individually and in groups. He realized that social intercourse and politics and economics in the microcosm of the campus were fundamentally the same as those in the larger world and that the traits and characteristics which made for success in the college milieu were not different from those which succeed in society outside.

It is easily possible for a man or woman to attend classes in college and to do exemplary academic work and achieve high standing without ever becoming really a part of the college student group. Such a person misses things which are important. He misses the opportunity to make friends of others with like interests—not necessarily academic interests, but also personal interests; he misses important experience in getting along with people and in understanding them; and he misses experience in group activity, political and social, which will be valuable to him. Every student is therefore urged to identify himself in one way or another with the extra-curricular life and activities of the College, to become a participating member in the student group, to grow in social stature as well as in academic accomplishment. The opportunities for doing this are many, and all legitimate student interests outside the classroom are encouraged.

Student Council. The Student Council is a group of elected individuals which serves as a liaison between the College administration and the student body as a whole which is organized as a Student Government. It also has certain specific powers pertaining to student activities. It charts all recognized student clubs, manages student dances and other parties, and undertakes various specific programs from time to time for the betterment of the campus and student life.

Its officers, a President, Vice President, and Secretary, are elected each Spring in an election in which all regularly registered students are eligible to vote. At this same election, two representatives from the sophomore, junior and senior

classes to the Council are also elected by the students who will be members of this class during the next year. Freshman class representatives are elected by the members of the entering class early in the Autumn quarter. These individuals, plus the officers of each of the classes, compose the Student Council. The work of the Council is officially supervised by the Dean of Students, although he may appoint a deputy to represent him. The Council meets at least once each two weeks during the regular school year. Its officers have regular conferences with the President of the College, in order to acquaint him with student problems and projects under consideration.

Class Organization. The classes are also organized. Officers of the Sophomore, Junior and Senior classes are elected at the Spring election; those of the Freshman class at the Autumn election. The officers are members of the Student Council.

Clubs and Societies. The College encourages students with like interests to organize clubs and societies devoted to these interests. Meeting space for such clubs will be arranged, and every facility possible will be given for their operation. Each club so organized is required to have a constitution and by-laws approved by the Student Council, and to be characterized by this body, and to have an official faculty representative designated by the Dean of Students before it becomes an officially recognized college club. When it has been so recognized, it may share in the student activity funds for certain legitimate expenses

when these have been approved by the Student Council and the Dean of Students.

Several such special interest clubs are now active in the College. Among these are the Engineers Club, the Modern Language Club, the Pen Pushers, and the Circle K Club.

College Theatre. The Wilmington College Theatre offers any student valuable experience in acting or working backstage on its presentations. The group is a member of the Carolina Dramatic Association, the South Eastern Theatre Conference and the American Educational Theatre Association. The Wilmington College Straw-Hat Theatre operates as the artistic and cultural outlet during the summer months.

College Chorus. The Wilmington College Chorus is organized each quarter in order to provide vocal music experience for those students who would like to have a non-academic activity. Membership in this ensemble is open to any student in the College who has the approval of the director.

The Chorus has provided programs for College assemblies, for various civic clubs, for church groups, and for television. Certain small groups taken from the major organization are formed in order to provide for great flexibility of experience and performance. The Chorus has acted as an ambassador from Wilmington College to many of the high schools in the surrounding area.

In the spring of 1961, the members of the Chorus presented the first of what is expected to be a series of annual musical shows.

College Dance Band. The College Dance Band is organized for much the same reasons as

the vocal group. Any student who has had instrumental experience is eligible to participate in the Band, subject to the approval of the director.

Student Publications. The students of Wilmington College publish each year a yearbook known as "The Fledgling." The "Sea Hawk" is a student newspaper which appears fortnightly during the regular college year. "Directions" is an annual publication of the Pen Pushers Club, containing original verse and prose written by students. The Circle K Club publishes a Student Directory each autumn. Work on the staffs of one or another of these publications is a valuable experience.

Athletics. The College competes each year in Basketball, Baseball, Golf and Tennis. All home basketball games are played in Brogden Memorial Hall. Baseball games are played at Brooks Field.

All regularly enrolled students of the College who have paid a student activity fee are admitted without further charge to all regular varsity games, and are furnished with student passes. Students are urged to support the College teams by attending home games and sitting in the regular cheering section. Buses are often chartered for important out-of-town games, making it possible for students to attend these at a minimum cost.

Student Government. All registered students are members of the Student Government. The Constitution of this Student Government follows:

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION OF WILMINGTON COLLEGE

PREAMBLE

We, the students of Wilmington College, in order to further the activities of student life, promote a widespread interest in student affairs, govern ourselves by just and righteous laws, develop a greater spirit of progressive citizenship, and maintain and perpetuate high ideals in this college, in accordance with the powers granted to us by the administrative authorities of Wilmington College, do hereby establish this constitution.

ARTICLE I NAME

The name of the organization herein established shall be "The Student Government Association of Wilmington College."

ARTICLE II PURPOSE

The purpose of the Student Government Association shall be to further the best interests of Wilmington College and its students: through representing the student body in matters affecting student life and affairs; through promoting and supervising student organizations and activities; through upholding and interpreting this constitution; through undertaking to assume on behalf of the student body an active interest in the maintenance of discipline within the college.

ARTICLE III MEMBERSHIP

All students of Wilmington College shall, upon enrollment, become members of the Student Government Association.

ARTICLE IV LEGISLATIVE POWERS

SECTION 1. Supreme legislative powers shall be vested in a Student Senate.

SECTION 2. The Student Senate shall, at full strength, be composed of thirty-four (34) members, the President, Vice-President, Secretary-Treasurer of each of the four classes, five (5) Student Senators elected by and from each of the four classes, one (1) representative from the Interclub Council, and one representative from the Publications Committee. The Class Officers and the Student Senators from the Sophomore, Junior, and Senior Classes shall be elected by and from the rising Sophomore, Junior, and Senior Classes in the annual General Election. The representatives from the Publications Committee and the Interclub Council shall be elected by and from their respective groups.

The Freshman Class Officers and the Freshman Student Senators shall be elected in the special Freshman Elections as herein elsewhere provided.

SECTION 3. Organization, Meetings, Transaction of Business.

- a. The Vice-President of the Student Body shall serve as the Speaker of the Student Senate. The President of the highest under-

graduate class present shall serve as the Speaker pro tempore. The Speaker shall have no vote except in case of a tie.

- b. The Secretary-Treasurer of the Student Body, or an official under-secretary, shall serve as the Secretary of the Student Senate.
- c. The Student Senators and Class Officers shall be inaugurated on the Monday following the General Election excepting the Freshman Student Senators and Class Officers who shall be inaugurated on the first Monday following their election.
- d. The Student Senate shall meet regularly every other Monday, and shall be at all times subject to call into a special session by the Vice-President of the Student Body. A quorum of the Student Senate shall consist of a majority of its membership currently in office. Each member of the Student Senate shall have one vote, with no proxies being allowed.
- e. Any vacancy occurring in the Student Senate shall be filled by a special election in the class in which the vacancy occurs. This special election shall be conducted by the Board of Elections and shall take place not less than seven days after the Board has been notified of such vacancy by the Speaker of the Student Senate. The Speaker shall notify the Board within seven days after a vacancy occurs. The person filling the vacancy shall meet all the necessary qualifi-

cations and shall serve out the remainder of the unexpired term.

SECTION 4. The Student Senate shall have power:

- a. to allocate the funds appropriated for Student Activities;
- b. to ratify or reject by a majority vote all appointments made by the President of the Student Body;
- c. to override a presidential veto by a two-thirds majority vote of those voting;
- d. to establish its own rules of procedure;
- e. to establish such subordinate officers and committees within the legislature as it shall deem proper;
- f. to make all laws governing the conduct of student elections;
- g. to require reports from the standing committees and from all organizations receiving appropriations from the Senate;
- h. to review rules made by the Dance Committee;
- i. to make all laws necessary and proper to promote the general welfare of the Student Body.

SECTION 5. Class organization shall be as follows: Senior, Junior, Sophomore, and Freshman with appropriate officers. The Senate shall fix the duties and powers of these class organizations and shall approve or disapprove the manner in which class funds shall be secured.

SECTION 6. There shall be an Interclub Council composed of one representative from each chartered club on campus to serve as a club activity coordinating group. This Council shall elect its own officers including one who shall be a representative to the Student Senate.

SECTION 7. There shall be a Publications Committee composed of two representatives from each publication including Radio Station WILC, the Fledgling, and the Seahawk. Its duty shall be to act in a co-ordinating capacity on all publicity matters and to present publications' budgets to the Student Senate. This committee shall elect its own officers, including one who shall be a representative to the Student Senate.

ARTICLE V

EXECUTIVE POWERS

SECTION 1. The executive power shall be vested in a President of the Student Body, who shall have the assistance of a Vice-President and a Secretary-Treasurer of the Student Body. These three officers shall be elected by and from the Student Body at large during the General Election.

SECTION 2. The President of the Student Body shall have power:

- a. to appoint the chairmen of all standing committees and boards not otherwise provided for in this constitution; then to jointly appoint with said chairmen the members of the committees;
- b. to appoint initially the chairmen of all

standing committees, submitting them to the Student Senate within two weeks of his inauguration; then to jointly appoint with said chairmen the members of the committees;

- c. to appoint the chairman of the Board of Elections; then to jointly appoint with said chairman the members of the committee;
- d. to make recommendations from time to time to the Student Senate;
- e. to veto acts of the Student Senate, provided he shall exercise such power of veto within ten days after the passage of an act by the Senate;
- f. to preside at meetings of the Student Body;
- g. to serve as an ex-officio member of all standing committees and board;
- h. to address the Student Senate from time to time, provided that he shall notify the speaker of his intentions in advance;
- i. to issue orders to the standing committees and require reports from them;
- j. to represent the Student Body of the College in relations with the students of other schools, colleges or universities and in all relations with the faculty;
- k. to establish such committees subsidiary to him as he shall deem necessary and proper to aid him in the performance of his duty.

SECTION 3. The Vice-President of the Student Body shall perform the duties of the President in the event of his absence or incapacity. He

shall succeed to the presidency should that office become vacant. The Student Senate shall by law provide for the filling of the office of President should a Vice-President who has succeeded to the presidency also vacate the office, but the speaker pro tempore of the Student Senate shall not succeed to the Vice-Presidency or the Presidency. The Vice-President of the Student Body shall be the Speaker of the Student Senate.

SECTION 4. The Secretary-Treasurer of the Student Body shall accurately record and preserve the minutes of all meetings of the Student Body. He shall record all monies allocated by the Student Senate. A quarterly financial statement shall be submitted for publication in *The Seahawk* once each quarter.

SECTION 5. The Dance Committee shall, at full strength, be composed of twelve students; three from each of the four classes. These are to be appointed as herein elsewhere provided. The Dance Committee shall have responsibility for planning and supervising all on campus dances, and shall have the power to make rules concerning conduct at dances, subject to review by the Student Senate and the Dean of Students. The Dance Committee shall refer all cases of improper conduct to the Student Judicial Council.

SECTION 6. The Fine Arts Committee shall be composed of a chairman and two other student members appointed as herein elsewhere provided, and three faculty members recommended by the student members of the committee. It shall be the duty of this committee to organize and super-

wise a varied program of educational and entertaining events throughout the school year.

SECTION 7. The Student Orientation Committee shall be composed of a chairman and fifteen representative men and women students appointed as herein elsewhere provided. It shall be the duty of this committee to work with the Dean of Students during Freshman Orientation.

ARTICLE VI

JUDICIAL POWERS

SECTION 1. The judicial power shall be vested in the Student Judicial Council and in any other inferior or appellate judicial bodies that the Student Senate may establish by legislation.

SECTION 2. The Student Judicial Council shall be composed of two members elected by and from the men students, two members elected by and from the women students, and one member elected by and from the Student Body at large. No officer of the Student Body, no member of the Student Senate, and no chairman of a standing committee shall be a member of the Student Judicial Council; and no person who shall not have been a student in good standing in the College for at least two academic quarters shall serve on the Student Judicial Council. The Student Judicial Council shall elect its own chairman and clerk from its membership.

SECTION 3. The Student Judicial Council shall have original jurisdiction in all cases involving the constitutionality of any act of the Student Senate when such act has actually been violated

and its constitutionality questioned by the alleged violator. The Student Judicial Council shall also have original jurisdiction in the interpretation of the Student Constitution. The Student Judicial Council shall also have original jurisdiction in all cases of violations of Article VIII, Section 7 brought before it until the Student Senate establishes an inferior judicial body to handle violations of said Article and Section. In this event, the Student Judicial Council would retain appellate jurisdiction.

SECTION 4. Any student tried and convicted by the Student Judicial Council or by any other judicial body established by the Student Senate shall have the right to request a rehearing. The rehearing shall be held no less than three days nor more than six days after the original conviction. All decisions reached by the Student Judicial Council shall be reviewed by the appropriate faculty committee.

SECTION 5. A majority vote of the entire membership shall be required for valid decisions in the Student Judicial Council or in any other judicial body. All judicial bodies shall make and publish their own rules of procedure, but these rules shall not deny to any accused person the presumption of innocence until guilt is proven, the right to due notice and a fair hearing, the right of the accused to face his accuser, and the privilege of assistance. Said assistance shall come from any member of the Student Body who is not a member of a judicial body. The Council and all other judicial bodies shall inform each accused person of his rights guaranteed under this sec-

tion at the time he is notified of the offence charged against him. All judicial bodies shall have the right of subpoena.

ARTICLE VII ELECTIONS

SECTION 1. Qualifications for voting.

Only students enrolled in Wilmington College shall be entitled to vote in any student body election.

SECTION 2. Board of Elections.

Power to administer the laws passed by the Student Senate governing conduct of elections shall be vested in a Board of Elections. This Board shall consist of a chairman and six members appointed as herein elsewhere provided. The President of the Student Body shall make these appointments within two weeks after his inauguration and submit them to the Student Senate for its approval. The Board of Elections shall have the sole supervision of all campus elections.

SECTION 3. General Election.

There shall be one General Election annually. It shall be held on the second Thursday in May.

SECTION 4. Officers to be elected.

The following officers shall be elected in the General Election: President of the Student Body, Vice-President of the Student Body, Secretary-Treasurer of the Student Body, each from the Student Body at large, and three class officers by and from their respective classes, members of the Student Judicial Council as stipulated in Article VI, Section 2.

The following Student Senators shall be elected in the General Election: five Student Senators each from the rising Senior, Junior, and Sophomore classes.

SECTION 5. Elections and methods of voting.

The basis for decision in the election of the Student Body Officers and Class Officers shall be by majority. When more than two people shall file for any of these offices, there shall be a Primary Election to be held one week prior to the General Election. In this election, each voter shall place an X by the name of one candidate for each office appearing. The two candidates for each office receiving the greatest number of votes shall be the candidates to be placed on the ballot in the General Election.

In the election of Student Senators, the straight plurality system of voting shall be used. Each voter shall mark an X by the name of the candidates of his choice. The voter shall not designate more than five candidates of his choice. Votes may be cast for any number of candidates up to and including five. The offices of Student Senator shall be filled by the five candidates in each class receiving the greatest number of votes.

In the election of members of the Student Judicial Council, each woman student shall vote for two members to be elected by and from the women students, and each male student shall vote for two members to be elected by and from the men students. Both men and women students shall vote for one member to be elected from the Student Body at large. Votes may be cast for any number of candidates up to and including

two, except for the member to be elected from the Student Body at large for which only one vote shall be cast per student. The positions on the Student Judicial Council shall be filled by the candidates receiving the greatest number of votes from their respective groups.

SUB-SECTION I. Write-In Votes.

In all student elections, write-in votes for qualified persons shall be counted.

SECTION 6. Eligibility for Election.

a. The candidates for any elective offices in the Student Body shall have at least a 2.0 quality point average at the time of their election, excepting Freshmen, who shall have at least a 1.5 quality point average and shall not have been guilty of violating Article VIII, Section 7 at any time during a period of one year prior to their election. All holders of Student Body offices and Class offices shall maintain at least a 2.0 quality point average throughout their term of office or be automatically declared ineligible, excepting Freshman Officers, who must attain a 2.0 average by the beginning of Spring Quarter during their term of office. The Secretary-Treasurer of the Student Body will verify all officers' eligibility at the beginning of each quarter.

b. Further requirements for candidates:

1. The President of the Student Body shall be a member of the highest rising undergraduate class.
2. The Vice-President and Secretary-Treasurer of the Student Body shall be mem-

bers of either of the two highest undergraduate classes.

3. Every Student Government Association officer shall be carrying at least 12 quarter hours at the time of his election and must carry at least 12 quarter hours throughout his term of office.

c. No one person may hold more than one of the following offices in the Student Body at one time: President, Vice-President, Secretary-Treasurer of the Student Body, Student Senator, Class Officer, or Member of the Student Judicial Council.

SECTION 7. Filing of Candidacy.

All candidates for offices listed in Section 4 above shall file a statement announcing their intention to run for a particular office. This statement shall be filed with the Chairman of the Board of Elections, and it shall be filed on or before the last Monday in April. These filing statements shall contain the signature of the Registrar of Wilmington College approving the student's eligibility.

SECTION 8. Freshman Class Officers.

Freshman Class Officers and Student Senators shall be elected on the second Thursday in October. If needed, a freshman primary election shall be held on the first Thursday in October. Filing statement shall be turned in to the Chairman of the Board of Elections on or before the last Monday in September. The President of the Student Body shall call a meeting of the Freshman Class no later than the Tuesday before filing statements

are due for the purpose of explaining the filing system and election procedures.

SECTION 9. Inauguration.

All officers chosen in the General Election shall be duly inaugurated on the first Monday following their election. Each officer shall take an oath to uphold, protect, and preserve this constitution and the government thereby created. The oath of office shall be administered by the Chairman of the Student Judicial Council.

SECTION 10. General Rules.

- a. The Primary and General Elections shall be conducted by Australian Ballot.
- b. Returns from each election shall be posted on the night of the day on which the election is held.

SECTION 11. Special Elections.

Special elections shall be held to fill any vacancies which shall occur in any elective offices during the school year excepting the office of the President of the Student Body, which, under the terms of this Constitution, shall be filled, in the case of its vacancy, by the Vice-President of the Student Body. Nominations for any such elections shall be held within two weeks after the occurrence of any vacancies.

ARTICLE VIII

STUDENT BODY POWERS

SECTION 1. The Student Body shall have power to initiate any act within the power of the Student Senate, provided that ten per cent of the

qualified voters in the Student Body shall sign a petition calling for an election within the Student Body on a bill which they shall submit in writing with the petition to the President of the Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the bill in not less than six nor more than fifteen days after he receives the petition and bill. If the President does not direct the Board of Elections to hold a referendum, the bill shall automatically be subject to a referendum, provided 25% of the qualified voters sign a petition calling for a referendum on said bill, under the time limits set in this section. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill.

SECTION 2. The Student Body shall have power to call for a ballot on any act of the Student Senate, provided a petition calling for the ballot and specifying in writing the act on which the referendum is to be taken shall be signed by ten per cent of the Student Body and transmitted in writing to the President of the Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the act in not less than six nor more than fifteen days after he shall have

received the petition. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill. If the President does not direct the Board of Elections to hold a referendum the bill shall automatically be subject to a referendum, provided 25% of the qualified voters sign a petition calling for a referendum on said bill under the time limits set in this section. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto.

SECTION 3. No group or organization on the campus of Wilmington College shall coerce or in any manner unduly influence any student's vote. The Student Senate shall have power to make laws to enforce this provision.

SECTION 4. The Student Senate of Wilmington College shall not make any law abridging or denying the freedom of the Student press or any other freedom guaranteed by the Constitution of the United States to the citizens of the United States or by the Constitution of the State of North Carolina to citizens of North Carolina.

SECTION 5. It shall be the duty and responsibility of every student at Wilmington College to conduct herself or himself as a lady or gentleman at all times, and insofar as possible to see that his fellow students do likewise.

SECTION 6. This constitution and all laws enacted pursuant thereto shall be the supreme student law.

SECTION 7. Any student who commits an act which is illegal and unlawful according to the rules of the school as established by the Board of Trustees of which is illegal and unlawful according to the statutes of the City, the County, the State of North Carolina, or the United States of America shall be liable to prosecution before the Student Judicial Council.

ARTICLE IX

IMPEACHMENT

The Student Senate shall have the power to impeach any officer of the Student Government Association. Impeachment proceedings shall be as follows: Charges may be brought in the Senate or non-performance of duty, or maladministration of student office against any student official. A majority vote of the quorum present shall be necessary to bring the official to trial. The Senator bringing the charges shall prosecute, and the accused official may designate any student to act as counsel for the defense. The regular officers of the Senate or their regular alternates shall preside at the trial. The trial shall be in closed session. A two-thirds vote of the entire Senate shall be necessary to remove the accused from office.

ARTICLE X

AMENDMENTS

Amendments to this constitution shall become valid when passed by a simple majority in the Student Senate and ratified by a two-thirds majority of those voting in campus election con-

ducted by the Board of Elections at the direction of the Student Senate; or they shall become valid when, upon petition in writing signed by ten per cent of the duly enrolled students in the College, the President of the Student Body shall direct the Board of Elections to conduct an election in which a favorable vote of two-thirds of those voting shall be necessary to ratify the amendment. Public notice of such election shall be given by the Board of Election not less than six days before the vote shall be taken.

ARTICLE XI

CLUBS

SECTION 1. The Student Senate may grant charters to clubs whose constitutions and by-laws do not violate the provisions of this Constitution and may suspend the charters of clubs that violate these provisions or which become inactive.

SECTION 2. Charters are to be renewed by a majority vote of the Student Senate during the last three weeks of the Spring Quarter. This Constitution shall honor all charters granted under previous constitutions if the clubs meet the aforementioned qualifications.

ARTICLE XII

RATIFICATION

This Constitution shall take effect after its ratification by a two-thirds majority of the Student Body voting at a special campus election. After ratification, all existing organs of Student Government will carry out the provisions of this Constitution until they are replaced by the in-

struments of Student Government established by this Constitution.

ARTICLE XIII

The dates for the filing of candidacy, the dates for the Primary and General Elections, and the dates for inauguration shall be decided by the Student Senate for the academic year 1962-63. This article shall be deleted from this constitution after May 31, 1963.

THE OATH OF OFFICE

I hereby pledge my faith and honor that I will uphold the honor, integrity, and reputation of Wilmington College, and that I will fulfill to the best of my ability all duties incumbent upon me as an officer of the Student Government Association.

MISCELLANEOUS

This chapter contains information concerning certain specific regulations of the College and concerning other individual matters of importance to the student. It should be read carefully and remembered. The College has two important general regulations.

1. Any act by a student which is illegal and unlawful according to the statutes of the City, the County, the State of North Carolina, or the United States of America will result in disciplinary measures by the College, and may result in the dismissal of the student who is in violation.

2. Beyond this general regulation, the College assumes that its students are men and women of good sense and good manners who will conduct themselves at all times in a way befitting adult members of society with proper regard for the rights of others and with the dignity and good taste which should be characteristic of educated men and women.

Automobiles and Parking. It is realized that many students must drive their cars to the College. The College has provided space for the parking of these cars to the extent of its ability. The following regulations concerning cars and parking are presently in force.

1. All cars parked on the College grounds must carry a College tag, for identification purposes. These tags may be procured from the Bursar at the time of registration. A charge of 25¢ is made for each tag, which will be returned upon application when the student leaves the College and returns the tag in usable condition.

2. Cars will be carefully parked in the spaces designated. Do not block driveways.

3. Certain parking areas are set aside for the use of the members of the faculty, the administration and visitors to the College. Students are not permitted to park in these spaces.

4. Disregard for these rules will result first in a written warning to the offender. If a student persists in parking on College property without a proper tag, or parking in a restricted area not open to students, his car will be towed to a storage garage at his expense. Continued violation will result in dismissal from the College.

Clothes and Personal Appearance. The College does not attempt to dictate to students concerning their clothes or personal appearance. However, the Dean of Students and the Dean of Women are charged with the responsibility of calling a student's attention to any breach of good taste in either clothing or general deportment which may be reported to them by a member of the faculty. Persistent disregard for the canons of good taste or decency in clothing or conduct will result in disciplinary measures.

Alcoholic Beverages. It is illegal to bring alcoholic beverages onto the College property or to consume them there. The College property

includes the automobile parking area. The College does not permit the serving of alcoholic beverages at any officially sponsored College dance, party, club meeting, or other function. These regulations will be strictly enforced.

Gambling. It is illegal to gamble or to engage in any game of chance on College property. This regulation, like that pertaining to alcohol, will be strictly enforced. Persistent disregard for it will result in summary dismissal from the College.

Cheating. Cheating on examinations or on daily work is childish. Its only possible purpose is to deceive the instructor into giving a student a better grade than his own achievement has earned. You are in college to master the content of the courses, not to receive grades. Attempts to cheat are evidence of a lack of maturity. Instructors are obliged to report all cases of cheating to the Office of the Dean, and to give the offender a zero on any test, written paper or other assignment which is not entirely his own work. A second offense in this category will generally result in summary dismissal from the College.

Social Affairs. All social affairs held under the auspices of the College must be approved by the Dean of Students. If both men and women are to be present, chaperons approved by him or by the Dean of Women must be provided. The College makes no attempt to regulate social affairs held by students in their own homes or elsewhere which are not sponsored by the College. However, persistent reports of unseemly conduct by students which reflect discredit upon the College will result in an investigation and discipline.

any action if it is warranted by the circumstances.

Telephones. Public pay telephones are provided for the use of students making personal calls. Students are not permitted to use the College telephones except on official College business, or in cases of real emergency.

Students will not be called from classes to receive incoming telephone calls, nor does the College accept any responsibility whatever for such calls or for the relaying of messages to students. In cases of real emergency, of course, efforts will be made to contact the student called.

Housing for Out-of-town Students. Wilmington College is a community college specifically designed to serve the needs of an area within commuting distance of its campus. No dormitories or boarding houses are operated by the College, and the College accepts no responsibility for the housing of students.

However, students who are not residents of the area are welcome to attend the College. The office of the President maintains a list of approved rooms which are available to students, and will furnish this list upon request. Arrangements as to price of rooms and conditions of tenancy must be made by the student.

Employment of Students. With the cooperation of the Wilmington Merchants Association, the College maintains a part-time employment bureau through the Office of the Director of Public Relations. Students desiring part-time employment are urged to register with this bureau.

A few students are employed in the Library and as laboratory assistants in Chemistry, Phy-

sics, Biology, and other subjects. Arrangements for such employment are made with the heads of the departments concerned.

Veterans' Affairs. The Dean is the College liaison officer with the Veterans' Administration. Veteran students should seek an interview with him before registering in order to obtain full information concerning their responsibilities as veteran students.



1964/65



Wilmington

COLLEGE

STUDENT
HANDBOOK



STUDENT HANDBOOK



**WILMINGTON
COLLEGE**

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INTRODUCTION

First of all, the Faculty and the Administration welcome you to Wilmington College. With your matriculation, you are entering into a new educational experience. We hope it will be fruitful in knowledge and rewarding in useful attainment. Whether or not it will be depends primarily upon your own attitude. It has been said that a college education is the only thing a man is willing to pay for and not get. College instructors are continually amazed at the devices of students apparently seeking to avoid the very rewards for which they are paying their money and, more importantly, their time. Failure in college is sometimes the result of poor ability or inadequate educational background. But it is much more often the result of an adolescent attitude toward responsibility. College is intended to give you certain formal knowledge. But it is also intended to help you to grow up. It does this, in the beginning, by assuming that you already have grown up, at least to the realization that what you are doing is important, and that because it is important, it is worth hard work and persistent endeavor. If you have not matured to this point, you do not belong in college.

The college instructor assumes that you realize that learning is a positive and active process.

It is something you do, not something that is done to you or for you. The role of the college instructor is to help you to learn, not to teach you. You have certainly read the proverb "Experience is the best teacher." Like many proverbs, this one is only half true. Good experience is the best teacher. The primary function of the college instructor is to see to it that the academic experience you get is good experience. He will direct your thinking into paths which have been found to be rewarding in true knowledge; he will see to it that you do not waste your time in the exploration of blind alleys; he will assign you tasks that have been proven to be productive in the attainment of skills and knowledge; he will explain and elucidate difficult material; he will distinguish for you and help you to distinguish for yourself between what is known to be true and what is assumed to be true and what is not known at all; and from time to time he will test your achievement, not primarily for the purpose of assigning a grade, but for the purpose of letting you know what you have learned and what you have failed to learn. But the college instructor will not, because he cannot, learn for you. He will not recommend a substitute for honest work and study, for there is no substitute for these things. Neither will he grade you on your personality or your politeness or your personal attractiveness or on anything else except your demonstrated achievement. What you have accomplished, as nearly as it can be measured, will determine your grade. The most important quality of the college teacher is his professional academic integrity. He will try to give to you

all the assistance, all the advice, all the direction he can give. But the achievement must be your own.

You will find in the catalog of the College certain prescribed curriculums. If you expect to receive a degree, you must follow one of these curriculums and complete it with a 2.0 quality point average. You may be surprised at some of the courses you are required to take. But these curriculums have been carefully and thoughtfully designed to give you not only the knowledge specifically required in your chosen field, but also certain other knowledge which will enable you to live better in the complicated society of which you are a part and to fulfill your responsibilities as an educated man or woman. You owe it to yourself to spend as much time and as much effort, proportionally, on these courses as you spend on those which seem to you to be more directly applicable to your chosen field. A man is not only an engineer, a lawyer, a doctor, or an accountant. He is also a citizen and a member of society, with a long heritage of civilization behind him. The future of the world is not likely to depend upon how well you can design a road or win a lawsuit. But it will depend upon how well you, as a representative of an educated citizenry, understand international and national and local affairs and so are able to act wisely in determining the course they shall take.

Perhaps the most important attribute of man which distinguishes him from other animals is his ability to communicate and to communicate accurately his thoughts, his ideas, and his dreams. The art of communication, therefore, is an in-

dispensable art. The primary purpose of the required courses in Freshman English is to make you skillful in this art, and to enable you to communicate your thoughts accurately and to receive the thoughts of others with understanding. Because communication is so important in life, these courses are required of all students. Their only purpose is to make it possible and easy for you to let other people know what you are thinking in a manner that will insure their complete understanding, and to enable you to understand the communications of other men. Language—and primarily your own native language—is the best device that exists for communication. Its accurate and fluent use is perhaps the single most important thing you can learn, for without it you can learn nothing else, nor can you communicate what you know to others. Do not, therefore, look upon these two required quarters of Freshman English as something dreamed up by a pedagogue for your exasperated boredom. They are probably the two most important courses you will study during the years you are here. We know this to be true, because we know that there is a high correlation between success in Freshman English and success in all other courses. This is not remarkable. Unless you can read with understanding and write with clarity and accuracy, you can do very little else worthwhile in a world where communication is of paramount importance.

Not all students come to college with the same academic backgrounds. Secondary schools, even accredited secondary schools, differ in their standards of achievement. Before you were admitted

to Wilmington College, you were required to take certain tests. These tests may show that you are below the accepted standards of achievement in English or in Mathematics. If you are assigned to a remedial course, you are expected to meet the classes and appointments and to do the assigned work. Failure to do this will result in your dismissal from the College. You are asked to take these courses because you need them. Failure to take them and to profit by them will result in a continuous and mounting waste of your time, because your deficiencies, if they are not corrected, will make it impossible for you to profit by the instruction in the regular college courses. The College will permit you to do many things. But the College will not permit you to waste your time. Time is the only irreplaceable commodity.

Again, we welcome you to the College. The following pages are designed to give you indispensable information. You are urged to read them carefully. They are in the nature of a guidebook to the academic and the non-academic terrain into which you are entering as an explorer. The rules and regulations which follow are not intended to impede your progress, but to facilitate it. Close attention to the guidebook will make your journey easier. Deliberate and continued disregard for it will make your journey impossible.

THE ORGANIZATION OF THE COLLEGE

A college, even a small college, is a rather complicated organization. To the new student in search of information, it may be bewildering. One of the important things a student should learn is to go to the proper person for information and for counsel. The purpose of this chapter is to outline the organization of the College and to describe the functions of its officers and the members of its faculty and staff. Become acquainted with the information this chapter contains. It will save you time, and, more importantly, it may save you from being misinformed if you seek answers to your questions from the wrong person.

The Board of Trustees. Wilmington College is one of the colleges in the system of higher education of the State, supported by funds from appropriations by the State Legislature. Its governing body is an appointed Board of Trustees and this Board constitutes its corporate entity. The Board is charged with the operation and maintenance of the College, with the administration of all funds, with the employment of faculty and staff, with the determination of entrance requirements, courses of study and degrees to be granted, and with the regulation and discipline.

line of students. The Board consists of twelve members appointed by the Governor. The Board elects a Chairman, a Vice-Chairman, a Secretary, and a Treasurer. The names of the members of the current Board, and of its officers and committees, will be found in the Catalog of the College.

The individual student is not likely to have any direct relations with the Board of Trustees. A student may, however, appeal the decision of any College administrative office through the President of the College to the Board if he so desires. Further, the regular meetings of the Board are in the nature of public meetings, and a student may attend these meetings as a citizen.

The President. The President is the chief administrative and executive officer of the College. The Board of Trustees delegates to him many of its functions, which he carries out himself, or sees that they are performed by others. The President keeps in touch with the academic affairs of the College through regular meetings with the Deans and with the Faculty, and with student affairs of a non-academic nature through meetings with the officers of the Student Government and student organizations. Beyond these formal contacts, the President is always anxious to counsel with individual students concerning their problems, either academic or personal. Because of the demands upon his time by the regular business of the College, students are asked to make definite appointments for conferences.

The Vice President for Finance. The Vice President for Finance is responsible to the President and through him to the Board of Trustees, for

the business management of the College. He is the purchasing agent of the College, and the administrator of all College funds, including loan funds for students. He is also responsible for the maintenance and upkeep of the College buildings and grounds, and for the administration of the cafeteria and bookstore.

The Vice President is the person to consult if you need a tuition loan or other financial assistance, or upon any other matter having to do with the business management of the College.

The Dean of the Faculty. The Dean of the Faculty is responsible to the President and through him to the Board of Trustees for the recruitment and retention of members of the faculty, and for the instructional program of the College. As the academic chairman of the faculty he is concerned with the development of the curriculum, academic programs, graduation requirements in the several major and minor areas, and all matters relating to faculty welfare. He administers the instructional budget including faculty salaries, equipment and general expenditures related to teaching. The Dean of the Faculty, along with the President, represents the college before state, regional, and national organizations. He serves as the official college representative to the Southern Association of Colleges and Schools, the regional accrediting agency.

The Dean of the College. The Dean of the College is responsible to the President, and through him to the Board of Trustees, for the administration of the academic requirements of the College. As Director of Admissions, it is his duty to administer the admissions requirements and tests,

and to determine the acceptability of candidates for matriculation as regular or special students. He is also responsible for the program of academic counseling of students, and for academic discipline in such matters as absences and academic deficiencies. He also administers the graduation requirements and certifies the fulfillment of these requirements for the conferring of degrees. In consultation with the members of the faculty, the Dean determines the academic schedules of classes and laboratories. He is charged with the administration of veterans' affairs, and is the College liaison officer with the Veterans' Administration. He is also chairman of the Scholarship Committee which awards all scholarships.

The Office of the Dean of the College is the proper place to seek information concerning the academic requirements of students, veterans' affairs, scholarships, or counsel concerning courses and course requirements.

The Dean of Students. The Dean of Students is responsible to the President, and through him to the Board of Trustees, for the non-academic regulations of the College, and for all extra-curricular activities, including the Student Government, student clubs, dances and other social affairs, and athletics. He is also charged with the general responsibility of counseling men students concerning personal problems, although he may delegate this responsibility to other members of the faculty in individual cases.

The Office of the Dean of Students is the proper place to seek information concerning non-academic problems and questions.

The Dean of Women. The Dean of Women is

responsible to the President, and through him to the Board of Trustees, for the personal counseling of women students, and, in cooperation with the Dean of Students, for the regulation of student social affairs. Her office is the proper place for women students to seek advice and counseling concerning their problems.

The Registrar. The Registrar is responsible to the President, and through him to the Board of Trustees, for all student academic records. The Registrar registers all students in classes at the beginning of each quarter, records and issues all grades assigned by instructors, issues transcripts, and maintains records of absences, withdrawals, and dropped courses.

The Office of the Registrar is the proper place to seek information concerning your grades and credits. Any changes in elected courses must be reported in writing to the Registrar after the change has been approved by the Dean.

The Bursar. The Bursar is responsible to the Vice President for Finance for the collection of all tuition and fees due from students, including laboratory fees and student activity fees. The Bursar also prepares all checks for disbursement for the proper signatures, and keeps the accounts of the College.

The Office of the Bursar is the proper place to seek information concerning the payment or refund of fees or tuition.

The Dean of the Evening College. The Dean of the Evening College is responsible to the Dean, and through him to the President, for the general regulation of the College during the evening hours when classes are in session. His office is the

proper place for evening students to seek information and counsel concerning academic or non-academic affairs having to do with the College. During the registration period at the beginning of each quarter, the Dean of the Evening College may serve as the deputy for the Bursar and the Registrar.

The Director of Adult Education. The Director of Adult Education is responsible to the President, and through him to the Board of Trustees, for the organization and administration of all non-college-credit courses given by the College. One of his functions is to assist students to obtain part-time employment through the student employment service organized jointly by the Wilmington Merchants' Association and the College. He also acts as Public Relations Director for the College, and administers the Press Bureau. All stories and articles intended for publication in the public press or for dissemination over radio or television should be cleared through this Bureau.

Faculty Members. The true strength of any college lies in the members of the faculty. Wilmington College is proud of its faculty and of their tradition for sound scholarship and high standards of teaching. While the formal contacts of the student with members of the faculty will be in the class room and laboratory, the members of the faculty are also charged with the academic counseling of students. The student is urged to seek conferences with his instructors outside the class room whenever he is in doubt about any point in the instruction, and to respond eagerly when an instructor summons him for a conference. The nature of college teaching and the wide

divergence of aptitude and pre-college experience of the students make these extra-class conferences an important part of the teaching and learning process. The student is particularly urged to be prompt in meeting appointments with members of the faculty. An instructor is a busy person. A missed appointment is a discourtesy and an indication that the student still suffers from the irresponsibility of adolescence. Remember, it is you, and not the instructor, who profits from the teaching process; it is you, and not the instructor, who suffers from opportunities lost to gain clarification and knowledge.

The Librarian. The Librarian is responsible to the President and through him to the Board of Trustees for the administration of the book collections of the College. This administration includes the acquisition, preparation, and interpretation of all printed materials and certain other instructional materials, including films and phonograph records.

As a college student, you will spend many hours in the Library. One qualification of an educated man is his ability to use the tools of learning and information with facility. A knowledge of facts may be important. A knowledge of where and how to find out what you need to know is more important. It is the function of the Librarian and the Library staff members to assist you in the interpretation and use of the library materials. You will receive formal instruction in this early in your course in Freshman English. You will practice it throughout your college career, and, if you are to continue to progress in learning, throughout your life. Make

use of the Library and its staff in your search for knowledge. But learn early to find things for yourself in books and library materials.

The names of the officers of the College and of the members of the faculty will be found in the College Catalog. Familiarize yourself with these names, and get acquainted with the persons and what they do. Then you will know where to turn when you need advice or assistance.

The College also employs a certain number of secretaries, clerical assistants, laboratory assistants, and custodial help. This personnel has important duties to perform. One of these duties is not, however, to give authoritative answers to questions of an official nature concerning the administration and regulation of the College. Do not depend upon them for accurate information, and do not bother them with questions they are not authorized to answer. You will save yourself time and trouble by going to the proper person first.

TUITION AND FEES

Wilmington College is supported by appropriations made for operating expenses by the State of North Carolina. From this source, and from some private gifts and donations, the College derives approximately sixty per cent of its annual operating income. The remainder comes from student tuition and fees. Your tuition and fees, therefore, pay for approximately forty per cent of the cost of your college education.

Registration Fee. Every student registered for one or more courses giving college credit, either as a regular student or as an auditor, is required to pay a registration fee of \$5.00 at the beginning of each quarter in which he registers. The only persons excused from this fee are those on full tuition scholarships. Applicants for admission to the College must pay the registration fee for their first quarter at the time of applying. This fee is not refundable.

Tuition Fees. The regular full-time tuition fee is \$70.00 per quarter for citizens of North Carolina and \$130.00 for out-of-state students. This entitles the student to elect from 14 to 20 quarter hours of credit inclusive during the quarter. Students who elect less than 14 quarter hours during any quarter are charged tuition at the rate of \$5.00 for each hour of credit elected if they are

citizens of North Carolina and \$9.00 for each hour if they are out-of-state students. Students who elect more than 20 quarter hours during any quarter are charged \$5.00 per quarter hour for all hours over 20. (\$9.00 if they are not residents of North Carolina.)

Student Activity Fee. Every student electing two or more courses in the College during any quarter is required to pay a student activity fee of \$16.00. The income thus derived is retained in a special fund and used to help defray the expenses of student social affairs, clubs, publications, athletics, and physical education. The payment of this fee entitles the student to free admission at all regularly scheduled varsity athletic events, to a copy of the College Annual, to the College newspaper, to participation in regular college-sponsored social events, and to the use of the physical education facilities.

Laboratory Fees. Because of the cost of the materials involved in the teaching of certain subjects, students electing these subjects are required to pay a laboratory fee of \$7.50 for all courses in Biology, Typewriting, Office Machines, Chemistry and Physics.

In addition to these regular laboratory fees, students will be charged at replacement costs for the breakage of laboratory and other equipment, and for the abnormal use of expendable supplies and materials. Payments assessed for these latter causes must be paid before credit will be given for the course in question.

Late Registration Fee. An additional registration fee of \$5.00 is charged for late registration in any quarter. The last day upon which a

student may register without incurring this penalty will be found in the calendar for each year in the College Catalog.

Change of Course Fee. If a student changes his elected course of study after his registration has been completed, a charge of \$1.00 will be made for each course or section changed, dropped, or newly elected. This fee may be waived by the Dean when the change is made necessary by the exigencies of the class schedules.

Graduation Fee. A fee of \$7.50 is required of each student who expects to be graduated by the College at the end of any quarter. This fee is levied to pay the cost of the diploma and academic gown and regalia.

Refunds. A student who withdraws from school on or before the last day for registration will receive a refund of the full amount paid, less a \$5.00 registration fee. On withdrawal later than the period specified, no refund will be made.

In some instances circumstances justify the waiving of rules regarding refunds. An example might be withdrawal from school because of illness. Students have the privilege of appeal to the Financial Committee when they feel that special consideration is merited. Applications for such appeals may be secured from the Dean.

Transcripts. Every student who matriculates in the College is entitled without charge to one official transcript of credits earned. A charge of \$1.00 is made for each additional transcript. Students are warned that when they are transferring credits from Wilmington College to another institution, they should request the College

to mail the official transcript, since many institution will not accept transcripts presented by applicants personally.

Payment of Fees. All tuition, laboratory, registration and student activity fees are due and payable at the time the student registers. As a convenience to veterans who are subsisting entirely upon government allowances for education, the payment of their fees may be deferred by special arrangement with the Vice President for Finance until the arrival of their first government check. Deferred payment by other students is seldom permitted, and then only in cases of extreme hardship and by special arrangement. In all cases, fees must be paid in full before the student will be permitted to take the final examinations for any quarter.

Fees may be paid by check or money order payable to Wilmington College, or in cash. All payments are made to the Bursar, who will give an official receipt.

Scholarships. The College grants a limited number of free and work scholarships, usually covering the cost of tuition, to deserving students. Application for a scholarship should be made in writing to the Scholarship Committee at the time the prospective student applies for admission, or before.

Auditing. The auditing of courses without credit is permitted, by special permission of the Dean and of the instructor involved. Individuals not regularly enrolled as students in the College who wish to audit courses will be classed as Special Students, and will be required to pay regular tuition and registration fees. College stu-

dents in regular status will be permitted to audit courses free of charge unless the addition of the audited course makes the total quarter hours exceed twenty. In the latter case, the student will be charged for the excess hours at the regular rate.

YOUR ACADEMIC LIFE

The purpose of this chapter is to acquaint you with certain aspects of the formal academic procedures of the College. Your admission as a student indicates that in the opinion of the admitting authorities you are capable of doing satisfactory college work. This opinion is based upon your high school and other educational records and upon your performance on the entrance tests. From this point, it is very largely up to you what you do with your opportunity. You will be given every possible assistance by your instructors and by the administration of the College. But the responsibility for your success or failure as a college student is your own.

Registration. The first formal process in becoming a student in the College is your registration. This includes the choice of the courses you elect to follow. During the registration period, members of the faculty will be available to advise you in this. You will also find printed in the Catalog of the College suggested programs which, if followed, will enable you to complete the work for the degree with a minimum of difficulty. Class schedules will be furnished to you, showing the hours and days at which the various sections meet. The College operates during the three regular quarters of the year from 8:30 in

the morning until 10:30 in the evening, and you may have classes at any hour in this interval. There are no classes on Saturday. You will find that most subjects have classes for one hour each day five days each week. Members of the faculty will assist you in making your program of classes.

It is important that you complete the registration forms legibly and without the omission of any requested information. These forms constitute a permanent record of your registration, and are therefore important. You are required to consult with the instructor of each course in which you register, and to have his initials on your registration form as an indication that you have been admitted to his class. The number of students admitted to individual sections is stringently limited in order to assure good teaching. If a given section of a class is filled before you register, you will be obliged to take the subject at another time.

When you have chosen your classes and obtained the approval of the individual instructors for your elections your entire program will be scrutinized by the Dean or his deputy, and initialed. The final step in the registration process is the payment of fees and tuition to the Bursar, who will give you a receipt. Do not lose this receipt. It is your proof that you are regularly registered in the courses of your choice.

If you are a regular, full-time student, you will be permitted to register under normal circumstances for not more than twenty quarter hours of credit each quarter. If you wish to carry more than this maximum load, you must

obtain the special permission of the Dean.

The normal load for most students, however, is fifteen or sixteen quarter hours. Unless your high school record and test scores are much better than average, you will be discouraged from undertaking more than this normal load. Required remedial work and sub-college courses, although they do not give college credit, will be counted in determining your credit-hour load.

Dropping and changing courses. If you find during the first two weeks of the quarter that you have elected more courses than you can carry satisfactorily you will be permitted to drop one or more without penalty. This is done by first obtaining the permission in writing of the Dean. He will give you a form to be taken to the instructor in the course to be dropped, who will initial it, and remove your name from his class roll. The form then goes to the Registrar, who will make the necessary changes in your permanent record. It is important that you carry out this procedure fully. Unless all the records are corrected, you will be reported as absent from the class, or possibly as failing the course.

After the end of the second week of the quarter, you will not be permitted to drop a course except under extraordinary circumstances. If you drop a course without permission of the Dean after the first two weeks, you will receive an F for the course on your permanent record.

The procedure for changing courses or sections is the same as that for dropping courses. No change may be made in your registered program without the permission of the Dean, which will be given to you in writing on an official form.

and which must be cleared by you with the instructors concerned and with the Registrar before the change becomes official. Please note, also, that there is a charge of \$1.00 made for each change in your program after your registration has been completed, unless you are specifically excused from the payment of this charge by the Dean because the change was made necessary by the exigencies of class schedules. Remember, the responsibility for seeing to it that your registration is correct, and that you are properly registered in the courses you elect, is your own.

CLASS ATTENDANCE REGULATIONS:

1. Students are expected to be present at all regular class meetings and examinations.
2. To provide for necessary and emergency absences, such as brief illnesses, medical appointments, death in the family, personal expediency, etc., the college allows a few absences during a quarter according to the following pattern:
 - 6 and 5 quarter hour course—3 absences
 - 4 and 3 quarter hour course—2 absences
 - 2 and 1 quarter hour course—1 absence
3. Any absence in excess of those allowed in a course requires that a permit to re-enter class be obtained from the appropriate dean.
4. Permits to re-enter class will be issued by the Dean of Students (for men) and the Dean of Women. The students must submit to the dean a note from an authorized person acceptable to the dean (such as a doctor, court officer, etc.) to explain the absence.
5. If the Dean of Students or the Dean of Women fails to excuse an absence in excess

of the maximum number allowed in a course, the student is then referred to the Academic Dean for his decision.

6. If a student wishes to appeal the decision of the Academic Dean he may have his case referred to the Student Affairs Committee for final action.
7. A student who, for any reason whatsoever, is absent more than twenty-five percent of the class meetings of a class in any quarter will not receive credit for the course.
8. A student on academic probation is not allowed any absences. Any absence by a student on academic probation should be reported to the appropriate dean and the student should not be readmitted to class without a permit from the dean.
9. Absence from class immediately before or after holidays will count as two absences.
10. Absence from an announced test, examination, or in-class assignment must be excused by the dean. Make up tests or examinations for those students whose absences are excused by the dean may be given at the discretion of the instructor.
1. Juniors and Seniors who are full time students and who are on the "Dean's List" for the preceding quarter are permitted absences not to exceed 25% of the class meetings.

Tardiness. Classes are scheduled to begin on the half hour during the three regular quarters of the year, and to end twenty-five minutes after the hour. Tardiness is a discourtesy to the instructor and to the other members of the class. It will not be tolerated. An instructor may ex-

clude you from a class meeting and record you as absent if you are habitually tardy.

The Library and its Use. One of the most valuable things you will gain from a college education is a knowledge of books as sources of information and the ability to use them skillfully. You will be given some formal training in the use of the Library and its resources during the first quarter of your Freshman English course. You will use the Library constantly for reference and research during your college career. Get acquainted with it early. The Librarian is there to assist you to find what you need, but not to find it for you. Your own facility in the use of library materials is a measure of your education.

The Library is a place for quiet study. It is not a place for conversation, for meetings with your friends or for boisterous conduct. You may be excluded from its use if your conduct is annoying to others.

Do not remove books from the Library without properly charging them at the desk. Return them on time. When you keep a book longer than necessary, you deprive another student of its use. Common sense and ordinary courtesy will tell you not to deface library books and materials. If you do not possess these qualities, you do not belong in the company of college students. If you demonstrate that you lack them, you will be promptly removed from this company.

How much should you study? You should work on your daily assignments until you are convinced that you have mastered the material assigned and until you have completed any writ-

ten work required of you. It is impossible to tell you, as an individual student, how long this will take. You must be the judge for yourself. However, instructors generally make assignments in such a way that the average student requires about one and one-half hours study for each hour in class. If you are a better than average student, you may be able to do the work more quickly; if you are slow to learn, it may take you longer.

This one to one-and-one-half hour ratio between time in class and time in study is the fundamental reason behind the normal student load of sixteen quarter hours per week. If you are taking sixteen quarter hours of work, you will spend sixteen hours each week in class. If you are an average student, you will spend another twenty-four hours each week in study and preparation. This makes a total of forty hours, which is a good work week.

Do not allow yourself to get behind. Little time is allowed in college instruction programs for review. Do not neglect your daily study and plan to cram for examinations. Cramming leads to superficial knowledge. If you are childish enough to be more interested in grades than in achievement, you may be able to make a satisfactory grade on an examination by cramming for it. But the knowledge will not stay with you. You are in college to gain systematic and permanent knowledge, not temporary and hit-or-miss information.

Perform your written assignments on time. Instructors will judge you by the sense of responsibility you exhibit, and grade you accord-

ingly. Do not try to first-guess your instructors in the matter of grades. You are graded on your total achievement as demonstrated in your daily work, your tests, your final examination, and the instructor's estimate of your achievement. If you are genuinely unable to perform your work because of illness or other legitimate reason, be sure that you will be given an opportunity to make it up, and help in doing so. If your failure be due to laziness, carelessness, or other illegitimate reason, be sure it will be reflected in your grade—and more importantly in your achievement—and, in the words of the Persian poet, "not all your tears will wipe out one word of it."

Academic Warning. At the end of the fourth and the eighth weeks of each regular quarter, instructors report to the Dean the names of all students who are currently failing. If you are so reported, you will probably be asked to consult with the Dean about your work, and also to have a conference with the instructor concerned. If you are under twenty-one years of age, your parents will be notified. This is not a punishment. It is information given to you in the hope that you may be able in the time remaining to improve your achievement to a satisfactory point. Your instructor will help you to do this, if you give him your honest cooperation.

Grades and Quality Points. You are graded on a five point scale, as follows:

- 1 A—Superior
- 2 B—Above Average
- 3 C—Average
- 4 D—Passing, but below average
- 5 F—Failure

The College does not recognize plus and minus grades. A B-plus will be entered on your permanent record as a B; a C-minus will be entered as a C.

A grade of D means that you have passed the course in question, but with a below average record. In general, courses for which you receive a grade of D will not be transferable for credit to other institutions. There are some exceptions to this rule, but do not count on them.

For ease in academic bookkeeping, each grade you receive is assigned a certain number of quality points, as follows:

A—4

B—3

C—2

D—1

F—0

Your average for academic record purposes is computed on a basis of these quality points. The total number of quality points you have earned is divided by the total number of credit hours you have elected at the end of each quarter. The resulting figure is your quality point average, which may be translated back into a letter grade. You must have a total quality point average of at least 2.0 (or C) at the end of your final quarter in order to be graduated.

Dean's List. At the end of each quarter, the Dean publishes a list of the names of those students who have demonstrated superior achievement. This list contains the names of those students who have a quality point average for the quarter of at least 3.0, and who have no grade for the quarter below a C.

i **Academic Deficiency.** In order to remain in good
i standing at Wilmington College, students must
t meet the following quality-point average require-
v ments on all work elected at the beginning of the
i indicated quarter:

a Quarter	Minimum Requirement
c 4	1.50
s 7	1.75
r 10	1.90

b Eligibility for continued residence or for re-
n admission may be restored by the completion of
g sufficient work in the Summer Session or through
n approved correspondence courses to enable him
a to attain the required quality-point average.

a If you are placed on academic probation, the
s Dean of the College may, at his discretion and
s after a conference with you, limit stringently the
s number of credit hours you will be permitted to
r elect.

s Academic probation is not a punishment. It is
t an opportunity for you to recover from past mis-
c takes and to demonstrate that you are college
a material.

a **Transfer of Credit.** If you transfer from Wil-
t mington College to another institution, the Col-
n lege will send to your new school, at your
f request, a complete transcript of your record
t here. This is a photostat copy of your permanent
o record, attested to by the Registrar. It will be-
come a part of your permanent record in the
college to which you transfer. All of the credits
you have earned, together with the grades assign-
ed in each course, will be a part of it. Credits
you have earned here will generally be accepted
by other colleges, so long as these credits apply to

the degree you are seeking. Which courses will be accepted and which will not is a matter for the determination of the college to which you transfer. However, if you have followed one of the curriculums in the Catalog of Wilmington College, and continue in this curriculum in the college to which you transfer, you will generally find that all your credits are acceptable. If the college to which you expect to transfer has some unusual course requirements, you should determine these from its catalog, and elect courses here which will satisfy them.

It is an almost universal practice of colleges to accept transfer students from another institution, no matter which, with what might be called a "clean slate." This means that if you are accepted, you will be started in the new college with an over-all quality point average of C, no matter what your average grade has been in the college from which you come. In other words, you will succeed or fail in the college to which you transfer on the basis of your record **there** and not on the basis of a record made someplace else. But the grades you have earned will remain on your permanent record.

Wilmington College follows this practice with students who transfer here from other institutions. Most colleges do the same thing with transfers from any other college.

Your Draft Status. The Selective Service System requires that an SSS 109 form for every male student be sent to his draft board within thirty days after he registers in college. Notice of withdrawal from college is also required. Your selective service number, along with your draft

board address, should be given to the Registrar when you register so that the Registrar can then comply with this law. Please bring the proper information with you when you come to register.

Class Periods. The class periods in the College are fifty-five minutes in length, except certain laboratory periods of two or three hours. During the three regular quarters, they begin on the half hour, that is, at 8:30, 9:30, etc., and end twenty-five minutes after the hour, that is, at 9:25, 10:25, etc. The time limit of fifty-five minutes is imposed on students and faculty members alike. No instructor has authority to hold a class beyond twenty-five minutes past the hour, and students are informed that if they have classes at two successive hours, they are permitted to leave the first class quietly at twenty-five minutes past the hour, if the instructor is running over-time. During the Summer quarter, classes begin on the hour and end five minutes before the hour.

Final Examinations. Final examinations are scheduled for all courses at the end of each quarter. The final examination period is two hours for each scheduled examination, and the examinations must be taken at the time scheduled. No instructor has authority to change the scheduled time for a final examination.

Students who are ill at the time of the final examination in a course will be given a grade of "Incomplete" in the course. This grade may be removed and a regular grade earned by taking an examination in the course by arrangement with the instructor concerned before the end of the next quarter.

An unexcused absence from a final examination will result in a grade of zero or the examination, and may result in a failing grade for the course.

An instructor has the authority to excuse any or all students from taking the final examination in a course. However, a student may demand a final examination if he believes the grade assigned on the basis of his daily work is not a fair measure of his achievement in the course.

Incomplete grade. If you fail to complete assigned term papers or other required work before the end of the quarter, and if the reason for your failure is considered to be a legitimate excuse by the instructor; or if you are prevented from taking the final examination in a course because of illness or other acceptable reason, you may be given a grade of "Incomplete" for the course. This grade means that the work you have accomplished has been at least good enough to earn a passing grade, but that certain important assignments have not been completed for reasons beyond your control. This grade will not be given if the instructor has evidence that your failure to perform assigned tasks is the result of laziness, dilatoriness, or other reasons which you could have foreseen and avoided. Neither will it be given if the work you have done is not of passing grade. In other words, this provision for an Incomplete grade is not a license for you to waste time during the regular quarter, with the expectation of making it up later. It is an opportunity for you to make up work which you have unavoidably been unable to do at the proper time.

All incompletes must be removed by the performance of the missed assignments and tests before the beginning of the final examination period for the next succeeding quarter. The grade will then be replaced by whatever regular letter grade your achievement in the course has earned. The responsibility for making arrangements with the instructor concerned to perform the required work is yours. If the incomplete is not removed within the time limit, you will be given a grade of F for the course.

Reasons for College Failures. Some college failures are due to lack of ability. But these are few, because students are admitted to the College only after satisfactory performance on carefully designed tests. Some college failures are due to poor pre-college preparation. These, too, are few, because the College makes provision to give the student who needs it remedial work in the fundamental courses. Most college failures are due to laziness and to a lack of a proper sense of responsibility with respect to the work assigned. While you are a college student, study and learning are the most important things you have to do. If you are not willing to recognize this, you are wasting your time and you do not belong in college. If you continue not to realize it, you will not be permitted to remain in college—at least, not in this College.

Withdrawal. If you withdraw voluntarily from the College for any reason before the end of a quarter, you must do so by a written statement to the Dean. It is not sufficient to inform your instructors that you are withdrawing, either from all courses or from individual courses. Your

withdrawal must be cleared with the Dean and with the Registrar, so that proper entries may be made in your permanent record. If you do not clear your record properly upon leaving the College, you will be assigned a grade of F in all elected courses, and this grade will stand on your permanent record and any transcripts made from it. If you withdraw in good standing academically, you will be given the grade of W in all courses, which indicates that you have left the College without completing the work of the quarter, but in good academic standing.

You may not withdraw from the College, or from individual courses after the first two weeks of the quarter, in order to escape a grade of F. This grade will be assigned if your work is failing at the time of your withdrawal from a course.

Graduation and Commencement. When you have completed all of the courses listed in one of the curriculums printed in the Catalog of the College with a quality point average of not less than 2.0, you will be graduated by the College and awarded a degree. You may be graduated at the end of any quarter, including the summer quarter, during which you complete the required work. However, the College holds but one Commencement for the awarding of degrees each year. This Commencement is held at the end of the Spring quarter. You will receive your degree at this time, and you are required to be present at the Commencement unless you are specifically excused from attendance by the Dean.

Hoggard Medal. Through the generosity of Dr. John T. Hoggard, President Emeritus of the College, a gold medal known as the Hoggard

Medal for Achievement is awarded at each Commencement to that student who in the opinion of the members of the faculty has shown the most improvement during his years at the College. This honor is not given to the student with the highest grades, necessarily. It is given rather in recognition of hard and honest endeavor which has resulted in self-improvement beyond the average, and all facets of a student's character and performance are taken into consideration.

Relations with Members of the Faculty. Wilmington College has a faculty of teachers and scholars. These individual instructors are interested in you as a student and they are anxious to give you every assistance in your work. Do not hesitate to ask for conferences with faculty members whenever you feel the need of such assistance. Above all, do not fail to respond promptly to the invitation of a member of the faculty for a conference. He will have a good reason for asking you to confer with him. These teachers are interested in you as a student. But they are not interested in you if you are not a student, in the best and proper sense of the word. If you cooperate with them, they will go to great lengths to help you. If you are not willing to cooperate by doing your best and by performing assigned tasks on time, they are not likely to bother much with you. They expect you to be adult in your reactions toward your work and in your conduct in the class-room. You are no longer children. You have at least begun to grow up. You, and you alone, will determine the attitude the members of the faculty will take toward you. If this attitude is not what you want it to be, look to yourself for

the reason.

Textbooks and Supplies. The College operates a textbook store, in which all required textbooks of the College are stocked and sold to students at the lowest possible prices. You will find it easier to buy your books from this store, although this is not required. The College Bookstore also stocks certain required equipment, such as drawing sets and slide-rules, and certain special materials, such as tracing paper and examination blue-books, as well as general supplies (paper pencils, etc.). The Store is open at stated hours during each day. Purchases may be made only during those hours.

YOUR NON-ACADEMIC LIFE

The most important thing you have to do in college is to acquire learning and to master the content of the courses. But you will fail to derive from college all that it has to offer if this is the limit of what you get. In the early 'thirties, Mr. John Erskine, who was then an instructor at Columbia University, wrote a novel entitled "Bachelor of Arts." In this very readable book, he narrated the life of an undergraduate. At its end, when his hero was graduated, he came to the conclusion that what he had learned in the classroom was important, of course. But he also realized that what he had learned outside the classroom from association with other men and women of his own age and interests, and from taking an active part in the various extra curricular activities, in student government and politics, in clubs and student publications was also of great value to him because it had given him experience in dealing with people both individually and in groups. He realized that social intercourse and politics and economics in the microcosm of the campus were fundamentally the same as those in the larger world and that the traits and characteristics which made for success in the college milieu were not different from those which succeed in society outside.

It is easily possible for a man or woman to attend classes in college and to do exemplary academic work and achieve high standing without ever becoming really a part of the college student group. Such a person misses things which are important. He misses the opportunity to make friends of others with like interests—not necessarily academic interests, but also personal interests; he misses important experience in getting along with people and in understanding them; and he misses experience in group activity, political and social, which will be valuable to him. Every student is therefore urged to identify himself in one way or another with the extra-curricular life and activities of the College, to become a participating member in the student group, to grow in social stature as well as in academic accomplishment. The opportunities for doing this are many, and all legitimate student interests outside the classroom are encouraged.

Student Council. The Student Council is a group of elected individuals which serves as a liaison between the College administration and the student body as a whole which is organized as a Student Government. It also has certain specific powers pertaining to student activities. It charts all recognized student clubs, manages student dances and other parties, and undertakes various specific programs from time to time for the betterment of the campus and student life.

Its officers, a President, Vice President, and Secretary, are elected each Spring in an election in which all regularly registered students are eligible to vote. At this same election, two representatives from the sophomore, junior and senior

classes to the Council are also elected by the students who will be members of this class during the next year. Freshman class representatives are elected by the members of the entering class early in the Autumn quarter. These individuals, plus the officers of each of the classes, compose the Student Council. The work of the Council is officially supervised by the Dean of Students, although he may appoint a deputy to represent him. The Council meets at least once each two weeks during the regular school year. Its officers have regular conferences with the President of the College, in order to acquaint him with student problems and projects under consideration.

Class Organization. The classes are also organized. Officers of the Sophomore, Junior and Senior classes are elected at the Spring election; those of the Freshman class at the Autumn election. The officers are members of the Student Council.

Clubs and Societies. The College encourages students with like interests to organize clubs and societies devoted to these interests. Meeting space for such clubs will be arranged, and every facility possible will be given for their operation. Each club so organized is required to have a constitution and by-laws approved by the Student Council, and to be characterized by this body, and to have an official faculty representative designated by the Dean of Students before it becomes an officially recognized college club. When it has been so recognized, it may share in the student activity funds for certain legitimate expenses

when these have been approved by the Student Council and the Dean of Students.

Several such special interest clubs are now active in the College. Among these are the Engineers Club, the Modern Language Club, the Pen Pushers, and the Circle K Club.

College Theatre. The Wilmington College Theatre offers any student valuable experience in acting or working backstage on its presentations. The group is a member of the Carolina Dramatic Association, the South Eastern Theatre Conference and the American Educational Theatre Association. The Wilmington College Straw-Hat Theatre operates as the artistic and cultural outlet during the summer months.

College Chorus. The Wilmington College Chorus is organized each quarter in order to provide vocal music experience for those students who would like to have a non-academic activity. Membership in this ensemble is open to any student in the College who has the approval of the director.

The Chorus has provided programs for College assemblies, for various civic clubs, for church groups, and for television. Certain small groups taken from the major organization are formed in order to provide for great flexibility of experience and performance. The Chorus has acted as an ambassador from Wilmington College to many of the high schools in the surrounding area.

In the spring of 1961, the members of the Chorus presented the first of what is expected to be a series of annual musical shows.

College Dance Band. The College Dance Band is organized for much the same reasons as

the vocal group. Any student who has had instrumental experience is eligible to participate in the Band, subject to the approval of the director.

Student Publications. The students of Wilmington College publish each year a yearbook known as "The Fledgling." The "SeaHawk" is a student newspaper which appears fortnightly during the regular college year. "Directions" is an annual publication of the Pen Pushers Club, containing original verse and prose written by students. Work on the staffs of one or another of these publications is a valuable experience.

Athletics. The College competes each year in Basketball, Baseball, Golf and Wrestling. Baseball games are played at Brooks Field, and Basketball games are played in the physical education building.

All regularly enrolled students of the College who have paid a student activity fee are admitted without further charge to all regular varsity games, and are furnished with student passes. Students are urged to support the College teams by attending home games and sitting in the regular cheering section. Buses are often chartered for important out-of-town games, making it possible for students to attend these at a minimum cost.

RULES AND REGULATIONS GOVERNING FRATERNITIES AND SORORITIES AT WILMINGTON COLLEGE

The following Rules and Regulations are to

plement the College's policies in regard to fraternal groups, social clubs, or the like. These Rules and Regulations by their very nature are not at all inclusive and may be changed or modified from time to time by the appropriate College authorities as experience shows such changes to be desirable.

I. GROUPS TO BE COVERED BY THESE REGULATIONS

All student organizations operating off campus composed of Wilmington College students who wish the privilege of recognition by the College. The groups must in due time be national in character. No group which is not approved by the appropriate College authorities shall be considered for official recognition unless it has been recognized by the College prior to the date of these Rules and Regulations.

II. FACULTY STUDENT AFFAIRS COMMITTEE:

It shall be the duty of this group to administer, interpret, and arbitrate all matters concerning these rules and regulations, until such time as the number of recognized fraternities and sororities reaches three. At that time an Inter Fraternity Council shall be established to be responsible for the duties listed in this section. However, the Student Affairs Committee reserves the right to rule on decisions made by the Inter Fraternity Council. The Inter Fra-

ternity Council shall also serve to coordinate fraternity and sorority functions with other student activities.

III. RESPONSIBILITIES TO BE REQUIRED OF APPLYING GROUPS:

Any group wishing consideration for recognition must demonstrate that it has a high degree of academic interest as well as social interest. Worthy objectives other than social will be factors considered in determining eligibility for recognition. Whenever a recognized local group wishes to petition to become affiliated with a national, it must demonstrate to the committee its academic, social, and financial qualifications, and prove that it will be a positive influence for good on college life and activities and reflect credit on the institution. Great care should be exercised by the local authorities in selecting a national organization for affiliation. Besides the basic requirement that the National, if a social organization, be approved by the appropriate College authorities, the following five points should be investigated by the local group: 1) reputation for good conduct, (2) student morale, (3) academic standards stressed and obtained, (4) financial resources, and (5) worthy objectives other than social.

IV. RULES GOVERNING RUSHING, PLEDGING, AND MEMBERSHIP:

Membership in a fraternity, sorority, or

other social organization shall be restricted to full-time students of the College who are carrying a minimum of 14 credit hours. Students may not be rushed or pledged until they have completed a full quarter's work (14 hours minimum) with a minimum quality point average of 2.0. Verification of a student's academic standing must be made at the registrar's office. Students who have completed one or more quarters at the College may be pledged and initiated at such time as determined by the Inter Fraternity Council, provided the student's quality point average for the previous quarter is 2.0 or better, or if the student has an overall 2.0 average.

INITIATIONS:

Initiations are the privilege of a fraternity, or sorority, or social organization so long as they are in good taste and in no way endanger the life or limb or the person being initiated. Physical punishment and dangerous stunts will not be tolerated.

FINANCES:

The full financial liability of the fraternity, sorority or other organized group rests in that group of students and its organization. The College will in no way be liable for debts or contracts made by them. Any contract entered into concerning the purchase or lease of real estate shall be scrutinized by the College in order to determine the

organization's ability to fulfill the terms of the contract. All bills made with local merchants and others must be made in good faith and with reasonably certain knowledge of the organization's ability to pay such obligations promptly. Under no circumstances may the name of the College be used in securing credit and the responsibility of the organization must be clear to the creditor.

VII. FRATERNITY AND SORORITY HOUSES: LOCATION:

It is desirable that fraternity and sorority houses be located on or near the College campus, but it is recognized that this is not practical at the present time. No such house may be located at any of the neighboring beaches. The location of a fraternity or sorority house should be within a respectable district and must be approved by the appropriate College authorities prior to the purchase or lease of such property.

HOUSE RULES:

Each fraternity and sorority shall submit detailed rules and regulations governing the use of the fraternity's or sorority's property and conduct of its members. The rules, after approval by the appropriate College authorities, must be posted in a conspicuous place in the fraternity or sorority house. All members shall be required to familiarize themselves with the

rules, and the fraternity or sorority shall set up such organizations as needed to enforce them.

GUESTS:

Regulations concerning guests are to be made by each individual fraternity or sorority subject to review by the appropriate College authorities. Whenever there is mixed company at the house, there must be a college-approved chaperon present. Any group in residence in a house shall employ a housemother approved by the College and she may act as chaperon. Any social affair conducted by a fraternity or sorority shall have a college-approved chaperon.

III. GENERAL CONDUCT:

The conduct of each member of a fraternity, sorority or other group is expected at all times to be that of a gentleman or lady. Should a fraternity, sorority, or other group conduct, tolerate or protect disorder or misconduct, the group as a whole will be held responsible and shall be disciplined as a body.

IX. PENALTIES:

Penalties for the infraction of rules and regulations may be applied against the individual, the sponsoring organization, or both the individual and the organization. A reprimand and warning by the College shall be given for minor infractions. This

reprimand is entered in the student's personal folder and the organization's file. Probation is the penalty to be applied for more serious offenses. This means that further violations will result in social restriction. For further violation of rules and regulations, the offender will be placed under social restriction for an appropriate period. During the period, the offending organization may hold no social affairs and if the situation warrants it, may have its rushing and pledging privileges denied. Such restrictions shall be recorded in the files, and the information posted. In the case of a national fraternity or sorority, the National Board of Governors or other officials shall be notified. The College reserves the right to withdraw recognition of any group for cause.

The preceding rules and regulations shall apply at all times while the College is in session as well as during vacation periods, or until changed or rescinded by the appropriate College authorities. Each member of a fraternity, sorority or other organization should remember that he is a representative of Wilmington College and of his own organization at all times and should conduct himself accordingly.

Student Government. All registered students are members of the Student Government. The Constitution of this Student Government follows

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION OF WILMINGTON COLLEGE

PREAMBLE

We, the students of Wilmington College, in order to further the activities of student life, promote a widespread interest in student affairs, govern ourselves by just and righteous laws, develop a greater spirit of progressive citizenship, and maintain and perpetuate high ideals in this college, in accordance with the powers granted to us by the administrative authorities of Wilmington College, do hereby establish this constitution.

ARTICLE I NAME

The name of the organization herein established shall be "The Student Government Association of Wilmington College."

ARTICLE II PURPOSE

The purpose of the Student Government Association shall be to further the best interests of Wilmington College and its students: through representing the student body in matters affecting student life and affairs; through promoting and supervising student organizations and activities; through upholding and interpreting this constitution; through undertaking to assume on behalf of the student body an active interest in the maintenance of discipline within the college.

ARTICLE III

MEMBERSHIP

All students of Wilmington College shall, upon enrollment, become members of the Student Government Association.

ARTICLE IV

LEGISLATIVE POWERS

SECTION 1. Supreme legislative powers shall be vested in a Student Senate.

SECTION 2. The Student Senate shall, at full strength, be composed of thirty-four (34) members, the President, Vice-President, Secretary-Treasurer of each of the four classes, five (5) Student Senators elected by and from each of the four classes, one (1) representative from the Interclub Council, and one representative from the Publications Committee. The Class Officers and the Student Senators from the Sophomore, Junior, and Senior Classes shall be elected by and from the rising Sophomore, Junior, and Senior Classes in the annual General Election. The representatives from the Publications Committee and the Interclub Council shall be elected by and from their respective groups.

The Freshman Class Officers and the Freshman Student Senators shall be elected in the special Freshman Elections as herein elsewhere provided.

SECTION 3. Organization, Meetings, Transaction of Business.

- a. The Vice-President of the Student Body shall serve as the Speaker of the Student Senate. The President of the highest under-

graduate class present shall serve as the Speaker pro tempore. The Speaker shall have no vote except in case of a tie.

The Secretary-Treasurer of the Student Body, or an official under-secretary, shall serve as the Secretary of the Student Senate.

The Student Senators and Class Officers shall be inaugurated on the Monday following the General Election excepting the Freshman Student Senators and Class Officers who shall be inaugurated on the first Monday following their election.

The Student Senate shall meet regularly every other Monday, and shall be at all times subject to call into a special session by the Vice-President of the Student Body. A quorum of the Student Senate shall consist of a majority of its membership currently in office. Each member of the Student Senate shall have one vote, with no proxies being allowed.

Any vacancy occurring in the Student Senate shall be filled by a special election in the class in which the vacancy occurs. This special election shall be conducted by the Board of Elections and shall take place not less than seven days after the Board has been notified of such vacancy by the Speaker of the Student Senate. The Speaker shall notify the Board within seven days after a vacancy occurs. The person filling the vacancy shall meet all the necessary qualifi-

cations and shall serve out the remainder of the unexpired term.

SECTION 4. The Student Senate shall have power:

- a. to allocate the funds appropriated for Student Activities;
- b. to ratify or reject by a majority vote all appointments made by the President of the Student Body;
- c. to override a presidential veto by a two thirds majority vote of those voting;
- d. to establish its own rules of procedure;
- e. to establish such subordinate officers and committees within the legislature as it shall deem proper;
- f. to make all laws governing the conduct of student elections;
- g. to require reports from the standing committees and from all organizations receiving appropriations from the Senate;
- h. to review rules made by the Dance Committee;
- i. to make all laws necessary and proper to promote the general welfare of the Student Body.

SECTION 5. Class organization shall be as follows: Senior, Junior, Sophomore, and Freshman with appropriate officers. The Senate shall fix the duties and powers of these class organizations and shall approve or disapprove the manner in which class funds shall be secured.

SECTION 6. There shall be an Interclub Council composed of one representative from each chartered club on campus to serve as a club activity coordinating group. This Council shall elect its own officers including one who shall be a representative to the Student Senate.

SECTION 7. There shall be a Publications Committee composed of two representatives from each publication including Radio Station WILC, the Fledgling, and the Seahawk. Its duty shall be to act in a co-ordinating capacity on all publicity matters and to present publications' budgets to the Student Senate. This committee shall elect its own officers, including one who shall be a representative to the Student Senate.

ARTICLE V

EXECUTIVE POWERS

SECTION 1. The executive power shall be vested in a President of the Student Body, who shall have the assistance of a Vice-President and a Secretary-Treasurer of the Student Body. These three officers shall be elected by and from the Student Body at large during the General Election.

SECTION 2. The President of the Student Body shall have power:

- a. to appoint the chairmen of all standing committees and boards not otherwise provided for in this constitution; then to jointly appoint with said chairmen the members of the committees;
- b. to appoint initially the chairmen of all

standing committees, submitting them to the Student Senate within two weeks of his inauguration; then to jointly appoint with said chairmen the members of the committees;

- c. to appoint the chairman of the Board of Elections; then to jointly appoint with said chairman the members of the committee;
- d. to make recommendations from time to time to the Student Senate;
- e. to veto acts of the Student Senate, provided he shall exercise such power of veto within ten days after the passage of an act by the Senate;
- f. to preside at meetings of the Student Body;
- g. to serve as an ex-officio member of all standing committees and board;
- h. to address the Student Senate from time to time, provided that he shall notify the speaker of his intentions in advance;
- i. to issue orders to the standing committees and require reports from them;
- j. to represent the Student Body of the College in relations with the students of other schools, colleges or universities and in all relations with the faculty;
- k. to establish such committees subsidiary to him as he shall deem necessary and proper to aid him in the performance of his duty.

SECTION 3. The Vice-President of the Student Body shall perform the duties of the President in the event of his absence or incapacity. He

shall succeed to the presidency should that office become vacant. The Student Senate shall by law provide for the filling of the office of President should a Vice-President who has succeeded to the presidency also vacate the office, but the speaker pro tempore of the Student Senate shall not succeed to the Vice-Presidency or the Presidency. The Vice-President of the Student Body shall be the Speaker of the Student Senate.

SECTION 4. The Secretary-Treasurer of the Student Body shall accurately record and preserve the minutes of all meetings of the Student Body. He shall record all monies allocated by the Student Senate. A quarterly financial statement shall be submitted for publication in *The Seahawk* once each quarter.

SECTION 5. The Dance Committee shall, at full strength, be composed of twelve students; three from each of the four classes. These are to be appointed as herein elsewhere provided. The Dance Committee shall have responsibility for planning and supervising all on campus dances, and shall have the power to make rules concerning conduct at dances, subject to review by the Student Senate and the Dean of Students. The Dance Committee shall refer all cases of improper conduct to the Student Judicial Council.

SECTION 6. The Fine Arts Committee shall be composed of a chairman and two other student members appointed as herein elsewhere provided, and three faculty members recommended by the student members of the committee. It shall be the duty of this committee to organize and super-

wise a varied program of educational and entertaining events throughout the school year.

SECTION 7. The Student Orientation Committee shall be composed of a chairman and fifteen representative men and women students appointed as herein elsewhere provided. It shall be the duty of this committee to work with the Dean of Students during Freshman Orientation.

ARTICLE VI

JUDICIAL POWERS

SECTION 1. The judicial power shall be vested in the Student Judicial Council and in any other inferior or appellate judicial bodies that the Student Senate may establish by legislation.

SECTION 2. The Student Judicial Council shall be composed of two members elected by and from the men students, two members elected by and from the women students, and one member elected by and from the Student Body at large. No officer of the Student Body, no member of the Student Senate, and no chairman of a standing committee shall be a member of the Student Judicial Council; and no person who shall not have been a student in good standing in the College for at least two academic quarters shall serve on the Student Judicial Council. The Student Judicial Council shall elect its own chairman and clerk from its membership.

SECTION 3. The Student Judicial Council shall have original jurisdiction in all cases involving the constitutionality of any act of the Student Senate when such act has actually been violated.

and its constitutionality questioned by the alleged violator. The Student Judicial Council shall also have original jurisdiction in the interpretation of the Student Constitution. The Student Judicial Council shall also have original jurisdiction in all cases of violations of Article VIII, Section brought before it until the Student Senate establishes an inferior judicial body to handle violations of said Article and Section. In this event, the Student Judicial Council would retain appellate jurisdiction.

SECTION 4. Any student tried and convicted by the Student Judicial Council or by any other judicial body established by the Student Senate shall have the right to request a rehearing. The rehearing shall be held no less than three days nor more than six days after the original conviction. All decisions reached by the Student Judicial Council shall be reviewed by the appropriate faculty committee.

SECTION 5. A majority vote of the entire membership shall be required for valid decisions in the Student Judicial Council or in any other judicial body. All judicial bodies shall make and publish their own rules of procedure, but these rules shall not deny to any accused person the presumption of innocence until guilt is proven, the right to due notice and a fair hearing, the right of the accused to face his accuser, and the privilege of assistance. Said assistance shall come from any member of the Student Body who is not a member of a judicial body. The Council and all other judicial bodies shall inform each accused person of his rights guaranteed under this sec-

tion at the time he is notified of the offence charged against him. All judicial bodies shall have the right of subpoena.

ARTICLE VII

ELECTIONS

SECTION 1. Qualifications for voting.

Only students enrolled in Wilmington College shall be entitled to vote in any student body election.

SECTION 2. Board of Elections.

Power to administer the laws passed by the Student Senate governing conduct of elections shall be vested in a Board of Elections. This Board shall consist of a chairman and six members appointed as herein elsewhere provided. The President of the Student Body shall make these appointments within two weeks after his inauguration and submit them to the Student Senate for its approval. The Board of Elections shall have the sole supervision of all campus elections.

SECTION 3. General Election.

There shall be one General Election annually. It shall be held on the second Thursday in May.

SECTION 4. Officers to be elected.

The following officers shall be elected in the General Election: President of the Student Body, Vice-President of the Student Body, Secretary-Treasurer of the Student Body, each from the Student Body at large, and three class officers by and from their respective classes, members of the Student Judicial Council as stipulated in Article VI, Section 2.

The following Student Senators shall be elected in the General Election: five Student Senators each from the rising Senior, Junior, and Sophomore classes.

SECTION 5. Elections and methods of voting.

The basis for decision in the election of the Student Body Officers and Class Officers shall be by majority. When more than two people shall be eligible for any of these offices, there shall be a Primary Election to be held one week prior to the General Election. In this election, each voter shall place an X by the name of one candidate for each office appearing. The two candidates for each office receiving the greatest number of votes shall be the candidates to be placed on the ballot in the General Election.

In the election of Student Senators, the straight plurality system of voting shall be used. Each voter shall mark an X by the name of the candidates of his choice. The voter shall not designate more than five candidates of his choice. Votes may be cast for any number of candidates up to and including five. The offices of Student Senator shall be filled by the five candidates in each class receiving the greatest number of votes.

In the election of members of the Student Judicial Council, each woman student shall vote for two members to be elected by and from the women students, and each male student shall vote for two members to be elected by and from the men students. Both men and women students shall vote for one member to be elected from the Student Body at large. Votes may be cast for any number of candidates up to and including

two, except for the member to be elected from the Student Body at large for which only one vote shall be cast per student. The positions on the Student Judicial Council shall be filled by the candidates receiving the greatest number of votes from their respective groups.

SUB-SECTION I. Write-In Votes.

In all student elections, write-in votes for qualified persons shall be counted.

SECTION 6. Eligibility for Election.

a. The candidates for any elective offices in the Student Body shall have at least a 2.0 quality point average at the time of their election, excepting Freshmen, who shall have at least a 1.5 quality point average and shall not have been guilty of violating Article VIII, Section 7 at any time during a period of one year prior to their election. All holders of Student Body offices and Class offices shall maintain at least a 2.0 quality point average throughout their term of office or be automatically declared ineligible, excepting Freshman Officers, who must attain a 2.0 average by the beginning of Spring Quarter during their term of office. The Secretary-Treasurer of the Student Body will verify all officers' eligibility at the beginning of each quarter.

b. Further requirements for candidates:

1. The President of the Student Body shall be a member of the highest rising undergraduate class.
2. The Vice-President and Secretary-Treasurer of the Student Body shall be mem-

bers of either of the two highest undergraduate classes.

3. Every Student Government Association officer shall be carrying at least 12 quarter hours at the time of his election and must carry at least 12 quarter hours throughout his term of office.

- c. No one person may hold more than one of the following offices in the Student Body at one time: President, Vice-President, Secretary-Treasurer of the Student Body, Student Senator, Class Officer, or Member of the Student Judicial Council.

SECTION 7. Filing of Candidacy.

All candidates for offices listed in Section 4 above shall file a statement announcing their intention to run for a particular office. This statement shall be filed with the Chairman of the Board of Elections, and it shall be filed on or before the last Monday in April. These filing statements shall contain the signature of the Registrar of Wilmington College approving the student's eligibility.

SECTION 8. Freshman Class Officers.

Freshman Class Officers and Student Senators shall be elected on the second Thursday in October. If needed, a freshman primary election shall be held on the first Thursday in October. Filing statement shall be turned in to the Chairman of the Board of Elections on or before the last Monday in September. The President of the Student Body shall call a meeting of the Freshman Class no later than the Tuesday before filing statements

are due for the purpose of explaining the filing system and election procedures.

SECTION 9. Inauguration.

All officers chosen in the General Election shall be duly inaugurated on the first Monday following their election. Each officer shall take an oath to uphold, protect, and preserve this constitution and the government thereby created. The oath of office shall be administered by the Chairman of the Student Judicial Council.

SECTION 10. General Rules.

- a. The Primary and General Elections shall be conducted by Australian Ballot.
- b. Returns from each election shall be posted on the night of the day on which the election is held.

SECTION 11. Special Elections.

Special elections shall be held to fill any vacancies which shall occur in any elective offices during the school year excepting the office of the President of the Student Body, which, under the terms of this Constitution, shall be filled, in the case of its vacancy, by the Vice-President of the Student Body. Nominations for any such elections shall be held within two weeks after the occurrence of any vacancies.

ARTICLE VIII

STUDENT BODY POWERS

SECTION 1. The Student Body shall have power to initiate any act within the power of the Student Senate, provided that ten per cent of the

qualified voters in the Student Body shall sign a petition calling for an election within the Student Body on a bill which they shall submit in writing with the petition to the President of the Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the bill in not less than six nor more than fifteen days after he receives the petition and bill. If the President does not direct the Board of Elections to hold a referendum, the bill shall automatically be subject to a referendum, provided 25% of the qualified voters sign a petition calling for a referendum on said bill, under the time limits set in this section. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill.

SECTION 2. The Student Body shall have power to call for a ballot on any act of the Student Senate, provided a petition calling for the ballot and specifying in writing the act on which the referendum is to be taken shall be signed by ten per cent of the Student Body and transmitted in writing to the President of the Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the act in not less than six nor more than fifteen days after he shall have

received the petition. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill. If the President does not direct the Board of Elections to hold a referendum the bill shall automatically be subject to a referendum, provided 25% of the qualified voters sign a petition calling for a referendum on said bill under the time limits set in this section. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto.

SECTION 3. No group or organization on the campus of Wilmington College shall coerce or in any manner unduly influence any student's vote. The Student Senate shall have power to make laws to enforce this provision.

SECTION 4. The Student Senate of Wilmington College shall not make any law abridging or denying the freedom of the Student press or any other freedom guaranteed by the Constitution of the United States to the citizens of the United States or by the Constitution of the State of North Carolina to citizens of North Carolina.

SECTION 5. It shall be the duty and responsibility of every student at Wilmington College to conduct herself or himself as a lady or gentleman at all times, and insofar as possible to see that his fellow students do likewise.

SECTION 6. This constitution and all laws enacted pursuant thereto shall be the supreme student law.

SECTION 7. Any student who commits an act which is illegal and unlawful according to the rules of the school as established by the Board of Trustees of which is illegal and unlawful according to the statutes of the City, the County, the State of North Carolina, or the United States America shall be liable to prosecution before the Student Judicial Council.

ARTICLE IX

IMPEACHMENT

The Student Senate shall have the power to impeach any officer of the Student Government Association. Impeachment proceedings shall be as follows: Charges may be brought in the Senate for non-performance of duty, or maladministration of student office against any student official. A majority vote of the quorum present shall be necessary to bring the official to trial. The Senator bringing the charges shall prosecute, and the accused official may designate any student to act as counsel for the defense. The regular officers of the Senate or their regular alternates shall preside at the trial. The trial shall be in closed session. A two-thirds vote of the entire Senate shall be necessary to remove the accused from office.

ARTICLE X

AMENDMENTS

Amendments to this constitution shall become valid when passed by a simple majority in the Student Senate and ratified by a two-thirds majority of those voting in campus election con-

ducted by the Board of Elections at the direction of the Student Senate; or they shall become valid when, upon petition in writing signed by ten per cent of the duly enrolled students in the College, the President of the Student Body shall direct the Board of Elections to conduct an election in which a favorable vote of two-thirds of those voting shall be necessary to ratify the amendment. Public notice of such election shall be given by the Board of Election not less than seven days before the vote shall be taken.

ARTICLE XI

CLUBS

SECTION 1. The Student Senate may grant charters to clubs whose constitutions and by-laws do not violate the provisions of this Constitution and may suspend the charters of clubs that violate these provisions or which become inactive.

SECTION 2. Charters are to be renewed by a majority vote of the Student Senate during the last three weeks of the Spring Quarter. The Constitution shall honor all charters granted under previous constitutions if the clubs meet the aforementioned qualifications.

ARTICLE XII

RATIFICATION

This Constitution shall take effect after its ratification by a two-thirds majority of the Student Body voting at a special campus election. After ratification, all existing organs of Student Government will carry out the provisions of this Constitution until they are replaced by the i

uments of Student Government established by
s Constitution.

ARTICLE XIII

The dates for the filing of candidacy, the dates
of the Primary and General Elections, and the
dates for inauguration shall be decided by the
Student Senate for the academic year 1962-63.
This article shall be deleted from this constitu-
tion after May 31, 1963.

THE OATH OF OFFICE

I hereby pledge my faith and honor that I will
uphold the honor, integrity, and reputation of
Wilmington College, and that I will fulfill to the
best of my ability all duties incumbent upon me
as an officer of the Student Government Associa-
tion.

MISCELLANEOUS

This chapter contains information concerning certain specific regulations of the College and concerning other individual matters of importance to the student. It should be read carefully and remembered. The College has two important general regulations.

1. Any act by a student which is illegal and unlawful according to the statutes of the City of the County, the State of North Carolina, or the United States of America will result in disciplinary measures by the College, and may result in the dismissal of the student who is in violation.

2. Beyond this general regulation, the College assumes that its students are men and women of good sense and good manners who will conduct themselves at all times in a way befitting adult members of society with proper regard for the rights of others and with the dignity and good taste which should be characteristic of educated men and women.

Automobiles and Parking. It is realized that many students must drive their cars to the College. The College has provided space for the parking of these cars to the extent of its ability. The following regulations concerning cars and parking are presently in force.

All cars parked on the College grounds must carry a College tag, for identification purposes. These tags may be procured from the Bursar at the time of registration. A charge of 25¢ is made for each tag, which will be returned upon application when the student leaves the College and returns the tag in usable condition.

Cars will be carefully parked in the spaces designated. Do not block driveways.

Certain parking areas are set aside for the use of the members of the faculty, the administration and visitors to the College. Students are permitted to park in these spaces.

Disregard for these rules will result first in a written warning to the offender. If a student persists in parking on College property without proper tag, or parking in a restricted area not open to students, his car will be towed to a storage garage at his expense. Continued violation will result in dismissal from the College.

Clothes and Personal Appearance. The College does not attempt to dictate to students concerning their clothes or personal appearance. However, the Dean of Students and the Dean of Men are charged with the responsibility of bringing a student's attention to any breach of good taste in either clothing or general deportment which may be reported to them by a member of the faculty. Persistent disregard for the standards of good taste or decency in clothing or conduct will result in disciplinary measures.

Alcoholic Beverages. It is illegal to bring alcoholic beverages onto the College property or to consume them there. The College property

includes the automobile parking area. The College does not permit the serving of alcoholic beverages at any officially sponsored College dance, party, club meeting, or other function. These regulations will be strictly enforced.

Gambling. It is illegal to gamble or to engage in any game of chance on College property. This regulation, like that pertaining to alcohol, will be strictly enforced. Persistent disregard for this will result in summary dismissal from the College.

Cheating. Cheating on examinations or daily work is childish. Its only possible purpose is to deceive the instructor into giving a student a better grade than his own achievement has earned. You are in college to master the content of the courses, not to receive grades. Attempts to cheat are evidence of a lack of maturity. Instructors are obliged to report all cases of cheating to the Office of the Dean, and to give the offender a zero on any test, written paper or other assignment which is not entirely his own work. A second offense in this category will generally result in summary dismissal from the College.

Social Affairs. All social affairs held under the auspices of the College must be approved by the Dean of Students. If both men and women are to be present, chaperons approved by him must be provided. For women, chaperons approved by the Dean of Women must be provided. The College makes no attempt to regulate social affairs held by students in their own homes or elsewhere which are not sponsored by the College. However, persistent reports of unseemly conduct by students which reflect discredit upon the College will result in an investigation and discipline.

any action if it is warranted by the circumstances.
Telephones. Public pay telephones are provided for the use of students making personal calls. Students are not permitted to use the College telephones except on official College business, or in cases of real emergency.

Students will not be called from classes to receive incoming telephone calls, nor does the College accept any responsibility whatever for such calls or for the relaying of messages to students. In cases of real emergency, of course, efforts will be made to contact the student called.

Housing for Out-of-town Students. Wilmington College is a community college specifically designed to serve the needs of an area within commuting distance of its campus. No dormitories or boarding houses are operated by the College, and the College accepts no responsibility for the housing of students.

However, students who are not residents of the area are welcome to attend the College. The Office of the President maintains a list of approved rooms which are available to students, and will furnish this list upon request. Arrangements as to price of rooms and conditions of occupancy must be made by the student.

Employment of Students. With the cooperation of the Wilmington Merchants Association, the College maintains a part-time employment bureau through the Office of the Director of Public Relations. Students desiring part-time employment are urged to register with this bureau.

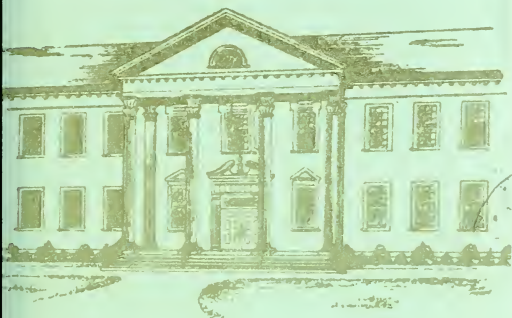
A few students are employed in the Library and as laboratory assistants in Chemistry, Phy-

sics, Biology, and other subjects. Arrangements for such employment are made with the heads of the departments concerned.

Veterans' Affairs. The Dean is the College liaison officer with the Veterans' Administration. Veteran students should seek an interview with him before registering in order to obtain full information concerning their responsibilities as veteran students.



1965-66



Wilmington

COLLEGE

STUDENT
HANDBOOK

STUDENT HANDBOOK



**WILMINGTON
COLLEGE**

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INTRODUCTION

First of all, the faculty and the administration welcome you to Wilmington College. We hope that this new educational experience will be fruitful in knowledge and rewarding in useful attainment. Whether or not it will be depends primarily upon your own attitude. Failure in college is sometimes the result of poor ability or inadequate educational background, but it is much more often the result of an adolescent attitude toward responsibility. The earlier you develop a real feeling of responsibility for yourself, the more your educational experience in college will mean to you. The faculty must assume that you have matured already to the point of realizing that what you are doing is important, and that because it is important, it is worth hard work and persistent endeavor. If you have not reached this realization, you are not profiting as you should in attempting to get a college education.

Learning is a positive and active process. The role of the college instructor is to guide you in the learning process, to prescribe procedures for self-education, not simply to communicate knowledge. You have certainly read the Proverb "Experience is the best teacher." Like many proverbs, this one is only half true. *Good* experience

is the best teacher. The primary function of college instructor is to see that the academic experience you get is *good* experience. He will endeavor to direct your thinking into paths which have been found to be rewarding in true knowledge; will attempt to keep you from wasting your time in the exploration of blind alleys; will assign you tasks that have been proved to be productive in the attainment of skills and knowledge; he will guide you in the interpretation of difficult material; he will teach you to distinguish between what is known to be true and what is assumed to be true or not known at all. From time to time, the instructor will test your achievement, not primarily for the purpose of assigning a grade, but for the purpose of your discovering whether you have learned or have failed to learn. Honest work and study are the best guarantee for success. There is no substitute for these. An assigned grade in a course will indicate only your demonstrated achievement, your academic accomplishment as nearly as can be measured. The most important quality of a college teacher is his professional academic integrity. He will try to give to you all the assistance, all the advice, all the direction he can give. But the achievement must be your own.

You will find in the catalog of the College certain prescribed curriculums. If you expect to receive a degree, you must follow one of the curriculums and complete it with a quality point average of 2.0 ("C" average). These curriculums have been carefully and thoughtfully designed to give you not only the knowledge specifically required in your chosen field, but a

tain other knowledge which will enable you to live better in the complicated society of which you are a part and to fulfill your responsibilities as an educated man or woman. A broad or general education enhances one's effectiveness in his chosen field. A man is not only an engineer, a lawyer, a doctor, or an accountant. He is also a citizen and a member of society which is characterized by a long heritage of civilization. The future of the world is not likely to depend upon how well you can design a road or win a law suit. But it will depend upon how well you, as a representative of an educated citizenry, understand international and national and local affairs and so are able to act wisely in determining the course they shall take.

Perhaps the most significant attribute of man which distinguishes him from other animals is his ability to communicate. To communicate accurately his thoughts, his ideas, and his dreams depends on how well he has developed the art of communication. The primary purpose of the required courses in Freshman English is to develop your skill in this art, and to enable you to communicate your thoughts effectively and to receive the thoughts of others with understanding. Language—and primarily your own native language—is the best device that exists for communication. Its accurate and fluent use is perhaps the single most important thing you can learn early in your college career, for without it you are greatly handicapped in your own learning and seriously impeded in communicating what you know to others. Our advice, therefore, is that you make great effort to acquire skills

of communication. There is a high correlation between success in Freshman English and success in college. This is not remarkable. Unless you can read with understanding and write with clarity and accuracy you can do very little worthwhile in the world where communication is of paramount importance.

We would like to emphasize the necessity of your beginning your college career with a seriousness of purpose. Good habits of study should be developed early. It is much easier to maintain a good academic record than it is to climb to it from a poor start. The College has established certain minimal requirements for retention of students. These standards are published in the catalog and you should familiarize yourself with them. The College cannot tolerate a continuous and mounting waste of your time, nor can the taxpayer afford to invest in the education of those who do not take their responsibilities seriously. We hope that you will apply yourself so that you may be retained throughout four years of college and be rewarded with a degree from Wilmington College.

Again, we welcome you to the College and stand ready to help you in any way that we can. The following pages are designed to give you information about the organization of the College, the academic and non-academic life which you may expect to encounter. You are urged to read them carefully. They are in the nature of a guide book to the experiences which you are about to encounter. The rules and regulations which follow are not intended to impede your progress, but to facilitate it. Close attention to the guide book should make your journey easier.

THE ORGANIZATION OF THE COLLEGE

A college, even a small college, is a rather complicated organization. To the new student in search of information, it may be bewildering. One of the important things a student should learn is to go to the proper person for information and for counsel. The purpose of this chapter is to outline the organization of the College and to describe the functions of its officers and the members of its faculty and staff. Become acquainted with the information this chapter contains. It will save you time, and, more importantly, it may save you from being misinformed if you seek answers to your questions from the wrong person.

The Board of Trustees. Wilmington College is one of the colleges in the system of higher education of the State, supported by funds from appropriations by the State Legislature. Its governing body is an appointed Board of Trustees, and this Board constitutes its corporate entity. The Board is charged with the operation and maintenance of the College, with the administration of all funds, with the employment of faculty and staff, with the determination of entrance requirements, courses of study and degrees to

be granted, and with the regulation and discipline of students. The Board consists of twelve members appointed by the Governor. The Board elects a Chairman, a Vice-Chairman, a Secretary and a Treasurer. The names of the members of the current Board, and of its officers and committees, will be found in the Catalog of the College.

The individual student is not likely to have any direct relations with the Board of Trustees. A student may, however, appeal the decision of any College administrative office through the President of the college to the Board if he so desires. Further, the regular meetings of the Board are in the nature of public meetings, and a student may attend these meetings as a citizen.

The President. The President is the chief administrative and executive officer of the College. The Board of Trustees delegates to him many of its functions, which he carries out himself, or sees that they are performed by others. The President keeps in touch with the academic affairs of the College through regular meetings with the Deans and with the Faculty, and with student affairs of a non-academic nature through meetings with the officers of the Student Government and student organizations. Beyond these formal contacts, the President is always eager to counsel with individual students concerning their problems, either academic or personal. Because of the demands upon his time by the regular business of the College, students are asked to make definite appointments for conferences.

The Vice President for Finance. The Vice Pres

nt for Finance is responsible to the President through him to the Board of Trustees, for the business management of the College. He is the purchasing agent of the College, and the administrator of all College funds, including loan funds for students. He is also responsible for the maintenance and upkeep of the College buildings and grounds, and for the administration of the cafeteria and bookstore.

The Vice President is the person to consult if you need a tuition loan or other financial assistance, or upon any other matter having to do with the business management of the College.

The Dean of the Faculty. The Dean of the Faculty is responsible to the President and through him to the Board of Trustees for the recruitment and retention of members of the faculty, and for the instructional program of the College. As the academic chairman of the faculty he is concerned with the development of the curriculum, academic programs, graduation requirements in the several major and minor areas, and all matters relating to faculty welfare. He administers the instructional budget including faculty salaries, equipment and general expenditures related to teaching. The Dean of the Faculty, along with the President, represents the college before state, regional, and national organizations. He serves as the official college representative to the Southern Association of Colleges and Schools, the regional accrediting agency.

The Dean of Students and Director of Admissions. The Dean of Students is responsible to the President, and through him to the Board of Trustees, for the administration of the academic

requirements of the College which have been established by the Faculty and Board of Trustees. As Director of Admissions, it is his responsibility to determine the acceptability of candidates for matriculation as regular or special students. His Office is responsible for the program of academic counseling of students, and for academic discipline in such matters as absences and scholastic deficiencies. He certifies the fulfillment of requirements for degrees. In consultation with members of the faculty, he arranges class and laboratory schedules. He is the College liaison officer with the Veterans' Administration and administers all matters related to veterans' affairs. He is also chairman of the Scholarship Committee which awards all scholarships.

The Office of the Dean of Students is the proper place to seek information concerning academic requirements of students, veterans' affairs, scholarships, or counsel concerning course and course requirements.

The Assistant Dean of Students and Dean of Men. The Assistant Dean of Students and Dean of Men is responsible to the Dean of Students and through him to the President and Board of Trustees. He is charged with the general responsibility of counseling men students concerning personal problems. It is he who determines whether class absences on the part of men students are or are not excusable. As Assistant Dean of Students he assists the Dean of Students in many ways. He is responsible for extra-curricular activities including the Student Government, student clubs, dances and other social affairs.

ministers the non-academic regulations of the college.

The Office of the Assistant Dean of Students and Dean of Men. is the proper place for all students to seek information concerning non-academic student affairs and the place for men students to consult on personal problems.

The Dean of Women. The Dean of Women is responsible to the Dean of Students and through him to the President and the Board of Trustees, for counseling of women students on personal problems and affairs. It is her responsibility to determine the validity of excuses for class absences for women students. In cooperation with the Assistant Dean of Students she is concerned with the social affairs program of the College.

Her Office is the proper place for young women to seek advice and counsel regarding their personal problems.

The Registrar. The Registrar is responsible to the Dean of Students and through him to the President and the Board of Trustees for all student academic records. The Registrar registers students for class work at the beginning of each quarter, records and issues all grades assigned by instructors, issues transcripts, and maintains records of withdrawals and changes in course registration.

The Librarian. The Librarian is responsible to the President and through him to the Board of Trustees for the administration of the Library. The Librarian's responsibility includes the acquisition, preparation, and interpretation of collections of printed and non-printed materials.

As a college student, you will spend many

hours in the Library. One qualification of an educated man is his ability to use the tools of learning and information with facility. A knowledge of facts may be important. A knowledge of where and how to find out what you need to know is more important. It is the function of the Librarian and the Library staff members to assist you in the interpretation and use of the library materials. You will receive formal instruction in this early in your course in Freshman English. You will need to practice it throughout your college career, and, if you are to continue progress in learning, throughout your life. Make use of the Library and its staff in your search for knowledge. But learn early to find things for yourself in books and library materials.

The Administration's Representative During the Evening Schedule. During the evening hours when the classes are in session, a representative of the Administration of the College will be found in the Main Office on the first floor of the Library-Administration Building. He is responsible to the various administrators of the College, depending upon the function he is discharging. During the registration or other periods he may serve as the deputy for the President, Vice-President, Deans, Bursar or Registrar.

Evening students should seek information and counsel in this office relative to academic or non-academic affairs.

The Bursar. The Bursar is responsible to the Vice-President for Finance for the collection of all tuition and fees due from students, including laboratory fees and student activity fees. The Bursar also prepares all checks for disbursement.

the proper signatures, and keeps the accounts of the College.

The Office of the Bursar is the proper place to seek information concerning the payment or refund of fees or tuition.

The Director of Athletics. The Director of Athletics is responsible to the President and through him to the Board of Trustees, for the program of intercollegiate and intra-mural athletics. As chairman of the academic department of Physical Education he is responsible to the Dean of the Faculty for curricular matters.

His office is the proper place to seek information concerning extra-curricular and recreational sports.

The Faculty. The true strength of any college lies in the members of the faculty. Wilmington College is proud of its faculty and of their tradition for sound scholarship and high standards of teaching. While the formal contracts of the student with members of the faculty will be in the class room and laboratory, the members of the faculty are also charged with the academic counseling of students. The student is urged to seek conferences with his instructors outside the class room whenever he is in doubt about any point in the instruction, and to respond eagerly when an instructor summons him for a conference. The nature of college teaching and the wide divergence of aptitude and pre-college experience of the students make these extra-class conferences an important part of the teaching and learning process. The student is particularly urged to be prompt in meeting appointments with members of the faculty. An instructor is a busy

person. It is the student, rather than the instructor, who profits from the teaching process; it is the student, and not the instructor, who suffers from opportunities lost to gain clarification and knowledge.

The names of the officers of the College and of the members of the faculty will be found in the College Catalog. Familiarize yourself with these names, and get acquainted with the persons and what they do. Then you will know where to turn when you need advice or assistance.

The College also employs a certain number of secretaries, clerical assistants, laboratory assistants, and custodial help. These persons have important duties to perform, but cannot be expected to give authoritative answers to questions concerning the administration and regulation of the College. You will save yourself time and trouble by making inquiry of the proper authoritative personnel.

TUITION AND FEES

Wilmington College is supported by appropriations made for operating expenses by the State of North Carolina. From this source, and from some private gifts and donations, the College derives approximately sixty per cent of its annual operating income. The remainder comes from student tuition and fees. Your tuition and fees, therefore, pay for approximately forty per cent of the cost of your college education.

Registration Fee. Every student registered for one or more courses giving college credit, either as a regular student or as an auditor, is required to pay a registration fee of \$5.00 at the beginning of each quarter in which he registers. The only persons excused from this fee are those on full tuition scholarships. Applicants for admission to the College must pay the registration fee for their first quarter at the time of applying. This fee is not refundable.

Tuition Fees. The regular full-time tuition fee is \$70.00 per quarter for citizens of North Carolina and \$130.00 for out-of-state students. This entitles the student to elect from 14 to 20 quarter hours of credit inclusive during the quarter. Students who elect less than 14 quarter hours during any quarter are charged tuition at the rate of \$5.00 for each hour of credit elected if they are

citizens of North Carolina and \$9.00 for each hour if they are out-of-state students. Students who elect more than 20 quarter hours during a quarter are charged \$5.00 per quarter hour for all hours over 20. (\$9.00 if they are not residents of North Carolina.)

Student Activity Fee. Every student electing two or more courses in the College during a quarter is required to pay a student activity fee of \$16.00. The income thus derived is retained in a special fund and used to help defray the expenses of student social affairs, clubs, publications, athletics, and physical education. The payment of this fee entitles the student to free admission at all regularly scheduled varsity athletic events, to a copy of the College Annual, the College newspaper, to participation in regular college-sponsored social events, and to the use of the physical education facilities.

Laboratory Fees. Because of the cost of the materials involved in the teaching of certain subjects, students electing these subjects are required to pay a laboratory fee of \$7.50 for courses in Biology, Typewriting, Office Machine Chemistry and Physics.

In addition to these regular laboratory fees, students will be charged at replacement costs for the breakage of laboratory and other equipment and for the abnormal use of expendable supplies and materials. Payments assessed for these latter causes must be paid before credit will be given for the course in question.

Late Registration Fee. An additional registration fee of \$5.00 is charged for late registration in any quarter. The last day which a student

may register without incurring this penalty will be found in the calendar for each year in the College Catalog.

Change of Course Fee. If a student changes his elected course of study after his registration has been completed, a charge of \$1.00 will be made for each course or section changed, dropped, or newly elected. This fee may be waived by permission from the Office of the Dean of Students when the change is made necessary by the exigencies of the class schedules.

Graduation Fee. A fee of \$7.50 is required of each student who expects to be graduated by the College at the end of any quarter. This fee is levied to pay the cost of the diploma and academic gown and regalia.

Refunds. A student who withdraws from school on or before the last day for registration will receive a refund of the full amount paid, less a \$5.00 registration fee. On withdrawal later than the period specified, no refund will be made.

In some instances circumstances justify the waiving of rules regarding refunds. An example might be withdrawal from school because of illness. Students have the privilege of appeal to the Financial Committee when they feel that special consideration is merited. Applications for such appeals may be secured from the Office of the Dean of Students.

Transcripts. Every student who matriculates at the College is entitled without charge to one official transcript of credits earned. A charge of \$1.00 is made for each additional transcript. Students are warned that when they are transferring credits from Wilmington College to another in-

stitution, they should request the College to mail the official transcript, since many institutions will not accept transcripts presented by applicants personally.

Payment of Fees. All tuition, laboratory, registration and student activity fees are due and payable at the time the student registers. As a convenience to veterans who are subsisting entirely upon government allowances for education the payment of their fees may be deferred by special arrangement with the Vice President of Finance until the arrival of their first government check. Deferred payment by other students is seldom permitted, and then only in cases of extreme hardship and by special arrangement. In all cases, fees must be paid in full before the student will be permitted to take the final examinations for any quarter.

Fees may be paid by check or money order payable to Wilmington College, or in cash. All payments are made to the Bursar, who will give an official receipt.

Scholarships. The College grants a limited number of free and work scholarships, usually covering the cost of tuition, to deserving students. Application for a scholarship should be made by writing to the Scholarship Committee at the time the prospective student applies for admission, or before.

Auditing. The auditing of courses without credit is permitted, by special permission from the Office of the Dean of Students and of the instructor involved. Individuals not regularly enrolled as students in the College who wish to audit courses will be classed as Special Students.

nd will be required to pay regular tuition and registration fees. College students in regular status will be permitted to audit courses free of charge unless the addition of the audited course makes the total quarter hours exceed twenty. In the latter case, the student will be charged for the excess hours at the regular rate.

YOUR ACADEMIC LIFE

The purpose of this chapter is to acquaint you with certain aspects of the formal academic procedures of the College. Your admission as a student indicates that in the opinion of the admitting authorities you are capable of doing satisfactory college work. This opinion is based upon your high school and other educational record and upon your performance on the entrance tests. From this point, it is very largely up to you what you do with your opportunity. You will be given every possible assistance by your instructors and by the administration of the College. But the responsibility for your success or failure as a college student is your own.

Registration. The first formal process in becoming a student in the College is your registration. This includes the choice of the courses you elect to follow. During the registration period members of the faculty will be available to advise you in this. You will also find printed in the Catalog of the College suggested programs which if followed, will enable you to complete the work for the degree with a minimum of difficulty. Class schedules will be furnished to you, showing the hours and days at which the various sections meet. The College operates during the three regular quarters of the year from 8:30 in the

morning until 10:30 in the evening, and you may have classes at any hour in this interval. There are no classes on Saturday. You will find that most subjects have classes for one hour each day five days each week. Members of the faculty will assist you in making your program of classes.

It is important that you complete the registration forms legibly and in ink without the omission of any requested information. These forms constitute a permanent record of your registration, and are therefore important. You are required to consult with the instructor of each course in which you register, and to have his initials on your registration form as an indication that you have been admitted to his class. The number of students admitted to individual sections is stringently limited in order to assure good teaching. If a given section of a class is filled before you register, you will be obliged to take the subject at another time.

When you have chosen your classes and obtained the approval of the individual instructors for your elections, your entire program will be scrutinized by the Dean of Students or his deputy, and initialed. The final step in the registration process is payment of fees and tuition to the bursar, who will give you a receipt. Do not lose this receipt. It is your proof that you are regularly registered in the courses of your choice.

If you are a regular, full-time student, you will be permitted to register under normal circumstances for not more than twenty quarter hours of credit each quarter. If you wish to carry more than the maximum load, you must obtain special permission from the Office of the Dean of Students.

The normal load for most students, however, is fifteen or sixteen quarter hours. Unless your high school record and test scores are much better than average, you will be discouraged from undertaking more than this normal load.

Dropping and changing courses. If you find during the first two weeks of the quarter that you have elected more courses than you can carry satisfactorily, you will be permitted to drop one or more without penalty. This is done by first seeing your advisor who will give you a form to be taken to the instructor in the course to be dropped. He will initial it and remove your name from his class roll. The form then goes to the Office of the Dean of Students. It is important that you carry out this procedure fully. Unless all the records are corrected, you will be reported as absent from the class, or possibly as failing the course.

After the end of the second week of the quarter, you will not be permitted to drop a course except under extraordinary circumstances. If you drop a course without permission from your advisor after the first two weeks, you will receive an F for the course on your permanent record.

The procedure for changing courses or sections is the same as that for dropping courses. No change may be made in your registered program without permission from your advisor. This permission will be given to you in writing on an official form, and must be cleared by you with the instructors concerned and with the Office of the Dean of Students before the change becomes official. Please note also, that there is a charge of \$1.00 made for each change in your program.

After your registration has been completed, unless you are excused from the payment of this charge by the Office of the Dean of Students because the change was made necessary by the exigencies of class schedules. Remember, the responsibility for seeing to it that your registration is correct, and that you are properly registered in the courses you elect, is your own.

CLASS ATTENDANCE REGULATIONS:

1. Students are expected to be present at all regular class meetings and examinations.
2. To provide for necessary and emergency absences, such as brief illnesses, medical appointments, death in the family, personal expediency, etc., the college allows a few absences during a quarter according to the following pattern:
 - 6 and 5 quarter hour course—3 absences
 - 4 and 3 quarter hour course—2 absences
 - 2 and 1 quarter hour course—1 absence
3. Any absence in excess of those allowed in a course requires that a permit to re-enter class be obtained from the appropriate dean.
4. Permits to re-enter class will be issued by the Dean of Men and the Dean of Women. The students must submit to the appropriate dean a note from an authorized person such as a doctor, court officer, etc. to explain the absence.
5. If the Dean of Men or the Dean of Women fails to excuse an absence in excess of the maximum number allowed in a course, the student is then referred to the Dean of Students for his decision.

6. If a student wishes to appeal the decision of the Dean of Students he may have his case referred to the Student Affairs Committee for final action.
7. A student who, for any reason whatsoever is absent more than twenty-five percent of the class meetings of a class in any quarter will not receive credit for the course.
8. A student on academic probation is not allowed any absences. Any absence by a student on academic probation should be reported to the appropriate dean and the student should not be readmitted to class without a permit.
9. Absence from class immediately before or after holidays will count as two absences.
10. Absence from an announced test, examination, or in-class assignment must be excused by the dean. Make up tests or examinations for those students whose absences are excused by the appropriate dean may be given at the discretion of the instructor.
11. Juniors and Seniors who are full time students and who are on the "Dean's List" for the preceding quarter are permitted absences not to exceed 25% of the class meetings.

Tardiness. Classes are scheduled to begin on the half hour during the three regular quarters of the year, and to end twenty-five minutes after the hour. Tardiness is a discourtesy to the instructor and to the other members of the class. It will not be tolerated. An instructor may exclude you from a class meeting and record you as absent if you are habitually tardy.

The Library and Its Use. One of the most valuable things you will gain from a college education is a knowledge of books as sources of information and the ability to use them skillfully. You will be given some formal training in the use of the Library and its resources during the first quarter of your Freshman English course. You will use the Library constantly for reference and research during your college career. Get acquainted with it early. The Librarian is here to assist you to find what you need, but not to find it for you. Your own facility in the use of library materials is a measure of your education.

The Library is a place for quiet study. It is not a place for conversation, for meetings with your friends or for boisterous conduct. You may be excluded from its use if your conduct is annoying to others.

Do not remove books from the Library without properly charging them at the desk. Return them on time. When you keep a book longer than necessary, you deprive another student of its use. Common sense and ordinary courtesy will tell you not to deface library books and materials. If you do not possess these qualities, you do not belong in the company of college students. If you demonstrate that you lack them, you will be promptly removed from this company.

How much should you study? You should work on your daily assignments until you are convinced that you have mastered the materials assigned and until you have completed any written work required of you. It is impossible to tell you, as an individual student, how long this will

take. You must be the judge for yourself. However, instructors generally make assignments in such a way that the average student requires about one and one-half hours study for each hour in class. If you are a better than average student, you may be able to do the work more quickly; if you are slow to learn, it may take you longer.

This one to one-and-one-half hour ratio between time in class and time in study is the fundamental reason behind the normal student load of sixteen quarter hours per week. If you are taking sixteen quarter hours of work, you will spend sixteen hours each week in class. If you are an average student, you will spend another twenty-four hours each week in study and preparation. This makes a total of forty hours, which is a good work week.

Do not allow yourself to get behind. Little time is allowed in college instruction programs for review. Do not neglect your daily study and plan to cram for examinations. Cramming leads to superficial knowledge. If you are childish enough to be more interested in grades than in achievement, you may be able to make a satisfactory grade on an examination by cramming for it. But the knowledge will not stay with you. You are in college to gain systematic and permanent knowledge, not temporary and hit-or-miss information.

Perform your written assignments on time. Instructors will judge you by the sense of responsibility you exhibit, and grade you accordingly. Do not try to first-guess your instructor in the matter of grades. You are graded on your

tal achievement as demonstrated in your daily work, your tests, your final examination, and the instructor's estimate of your achievements. If you are genuinely unable to perform your work because of illness or other legitimate reason, be sure that you will be given an opportunity to make it up, and help in doing so. If your failure is due to laziness, carelessness, or other illegitimate reason, be sure it will be reflected in your grade—and more importantly in your achievement—and, in the words of the Persian poet, "Not all your tears will wipe out one word of it."

Academic Warning. At the midpoint of each regular quarter, instructors report to the Dean the names of all students who are currently failing. If you are so reported, you will probably be asked to consult with the appropriate Dean about your work, and also to have a conference with the instructor concerned. If you are under twenty-one years of age, your parents will be notified. This is not a punishment. It is information given to you in the hope that you may be able in the time remaining to prove your achievement to a satisfactory point. Your instructor will help you to do this, if you give him your honest cooperation.

Grades and Quality Points. You are graded on a five point scale, as follows:

A—Superior

B—Above Average

C—Average

D—Passing, but below average

E—Failure

The College does not recognize plus and minus grades. A B-plus will be entered on your perma-

ment record as a B; a C-minus will be entered as a C.

A grade of D means that you have passed the course in question, but with a below average record. In general, courses for which you receive a grade of D will not be transferable for credit to other institutions. There are some exceptions to this rule, but do not count on them.

For ease in academic bookkeeping, each grade you receive is assigned a certain number of quality points, as follows:

A—4

B—3

C—2

D—1

F—0

Your average for academic record purposes is computed on a basis of these quality points. The total number of quality points you have earned is divided by the total number of credit hours you have elected at the end of each quarter. The resulting figure is your quality point average which may be translated back into a letter grade. You must have a total quality point average of at least 2.0 (or C) at the end of your final quarter in order to be graduated.

Dean's List. At the end of each quarter, a list of the names of those students who have demonstrated superior achievement is published. The list contains the names of those students who have a quality point average for the quarter of at least 3.0, and who have no grade for the quarter below a C.

Retention, Dismissal and Readmission. Good scholarship is both encouraged and required.

Wilmington College. In order to remain in college, all students must meet the quality point requirements as outlined below:

Total Quarter Hours Attempted Wilmington College	Maximum Quality Point Deficiency below a "C" (2.0) average allowed for Unconditional Retention	Range of Quality Points below a Probation "C" (2.0) average for Retention on	Quality Point Deficiency below a "C" (2.0) average requiring Academic Suspension
0-15	15	16-26	27 or more
16-30	21	22-30	31 or more
31-45	18	19-30	31 or more
46-60	18	19-30	31 or more
61-75	15	16-30	31 or more
76-90	11	12-27	28 or more
91-105	none	1-21	22 or more
106-120	none	1-12	13 or more
121-135	none	none	1 or more
136-grad.	none	none	1 or more

Students with a quality point deficiency greater than allowable for retention on probation will be dismissed from the college and are required to apply for readmission if they desire to return. Re-enrollment is upon a probationary basis and such students must prove themselves by maintaining at least probationary status as outlined in the above table. However, any re-enrolled student who makes a 2.0 average during the first quarter after his return, but fails to reduce his quality point deficiency to the required level, will be granted one additional quarter in which to meet this requirement.

A second academic dismissal is final unless eligibility for continued residence for readmission is restored by completion of sufficient work dur-

ing summer sessions to enable the student to attain the required number of quality points.

In addition, any full-time student who fails a course during any term is subject to academic dismissal for one term regardless of his quality point standing.

Transfer of Credit. If you transfer from Wilmington College to another institution, the College will send to your new school, at your request, a complete transcript of your record here. This is a photostat copy of your permanent record, attested to by the Registrar. It will become a part of your permanent record in the college to which you transfer. All of the credits you have earned, together with the grades assigned in each course, will be a part of it. Credits you have earned here will generally be accepted by other colleges, so long as these credits apply to the degree you are seeking. Which courses will be accepted and which will not is a matter for the determination of the college to which you transfer. However, if you have followed one of the curriculums in the Catalog of Wilmington College, and continue in this curriculum in the college to which you transfer, you will generally find that all your credits are acceptable. If the college to which you expect to transfer has some unusual course requirements, you should determine these from its catalog, and elect courses here which will satisfy them.

It is an almost universal practice of colleges to accept transfer students from another institution, no matter which, with what might be called a "clean slate." This means that if you are accepted, you will be started in the new college

with an over-all point average of C, no matter what your average grade has been in the college from which you come. In other words, you will succeed or fail in the college to which you transfer on the basis of your record *there* and not on the basis of a record made someplace else. But the grades you have earned will remain on your permanent record.

Wilmington College follows this practice with students who transfer here from other institutions. Most colleges do the same thing with transfers from any other college.

Your Draft Status. The Selective Service System requires that an SSS 109 form for every male student be sent to his draft board within thirty days after he registers in college. Notice of withdrawal from college is also required. Your selective service number, along with your draft board address, should be given to the Registrar when you register so that the Registrar can then comply with this law. Please bring the proper information with you when you come to register.

Class Periods. The class periods in the College are fifty-five minutes in length, except certain laboratory periods of two or three hours. During the three regular quarters, they begin on the half hour, that is, at 8:30, 9:30, etc., and end twenty-five minutes after the hour, that is, at 9:25, 10:25, etc. The time limit of fifty-five minutes is imposed on students and faculty members alike. No instructor has the authority to hold a class beyond twenty-five minutes past the hour, and students are informed that if they have classes at two successive hours, they are permitted to leave the first class quietly at

twenty-five minutes past the hour, if the instructor is running over-time. During the Summer quarter, classes begin on the hour and end five minutes before the hour.

Final Examinations. Final examinations are scheduled for all courses at the end of each quarter. The final examination period is two hours for each scheduled examination, and the examinations must be taken at the time scheduled. No instructor has authority to change the scheduled time for a final examination.

Students who are ill at the time of the final examination in a course will be given a grade of "Incomplete" in the course. This grade may be removed and a regular grade earned by taking an examination in the course by arrangement with the instructor concerned before the end of the next quarter.

An unexcused absence from a final examination will result in a grade of zero on the examination and may result in a failing grade for the course.

An instructor has the authority to excuse an or all students from taking the final examination in a course. However, a student may demand a final examination if he believes the grade assigned on the basis of his daily work is not a fair measure of his achievement in the course.

Incomplete grade. If you fail to complete assigned term papers or other required work before the end of the quarter, and if the reason for your failure is considered to be a legitimate excuse by the instructor; or if you are prevented from taking the final examination in a course because of illness or other acceptable reason, you may be given a grade of "Incomplete" for

e course. This grade means that the work you
ve accomplished has been at least good enough
earn a passing grade, but that certain im-
rtant assignments have not been completed for
asons beyond your control. This grade will not
given if the instructor has evidence that your
ilure to perform assigned tasks is the result
laziness, dilatoriness, or other reasons which
u could have foreseen and avoided. Neither will
be given if the work you have done is not of
assing grade. In other words, this provision for
Incomplete grade is not a license for you to
aste time during the regular quarter, with the
pectation of making it up later. It is an oppor-
nity for you to make up work which you have
avoidably been unable to do at the proper
ne.

All incompletes must be removed by the per-
rmance of the missed assignments and tests
fore the beginning of the final examination
riod for the next succeeding quarter. The grade
l then be replaced by whatever regular letter
ade your achievement in the course has earned.
e responsibility for making arrangements with
e instructor concerned to perform the required
rk is yours. If the incomplete is not removed
thin the time limit, you will be given a grade
F for the course.

Reasons for College Failures. Some college
ures are due to lack of ability. But these are
y, because students are admitted to the Col-
e only after satisfactory performance on care-
ly designed tests. Some college failures are
e to poor pre-college preparation. These, too,
few, because the College makes provision to

give the student who needs it remedial work the fundamental courses. Most college failures are due to laziness and to a lack of proper sense of responsibility with respect to the work assigned. While you are a college student, studying and learning are the most important things you have to do. If you are not willing to recognize this, you are wasting your time and you do not belong in college. If you continue not to realize it, you will not be permitted to remain in college—at least, not in this college.

Withdrawal. If you withdraw voluntarily from the College for any reason before the end of a quarter, you must do so by a written statement to the Dean of Students. It is not sufficient to inform your instructors that you are withdrawing, either from all courses or from individual courses. Your withdrawal must be cleared with the Dean of Students and with the Registrar, so that proper entries may be made in your permanent record. If you do not clear your record properly upon leaving the College, you will be assigned a grade of F in all elected courses, and this grade will stand on your permanent record and any transcripts made from it. If you withdraw in good standing academically, you will be given the grade of W in all courses, which indicates that you have left the College without completing the work of the quarter, but in good academic standing.

You may not withdraw from the College, or individual courses after the first two weeks of the quarter, in order to escape a grade of F. This grade will be assigned if your work is failing at the time of your withdrawal from a course.

Graduation and Commencement. When you have completed all of the courses listed in one of the curriculums printed in the Catalog of the College with a quality point average of not less than 2.0, you will be graduated by the College and awarded a degree. You may be graduated at the end of any quarter, including the summer quarter, during which you complete the required work. However, the College holds but one Commencement for the awarding of degrees each year. This Commencement is held at the end of Spring quarter. You will receive your degree at this time, and you are required to be present at the commencement unless you are specifically excused from attendance by the Dean of Students.

Hoggard Medal. Through the generosity of Dr. John T. Hoggard, President Emeritus of the college, a gold medal known as the Hoggard Medal for Achievement is awarded at each commencement to that student who in the opinion of the members of the faculty has shown the most improvement during his years at the College. This honor is not given to the student with the highest grades, necessarily. It is given rather in recognition of hard and honest endeavor which has resulted in self-improvement beyond the average, and all facets of a student's character and performance are taken into consideration.

Relations with Members of the Faculty. Wilmington College has a faculty of teachers and scholars. These individual instructors are interested in you as a student and they are anxious to give you every assistance in your work. Do not hesitate to ask for conferences with faculty members whenever you feel the need of such

assistance. Above all, do not fail to respond promptly to the invitation of a member of the faculty for a conference. He will have a good reason for asking you to confer with him. These teachers are interested in you as a student. But they are not interested in you if you are not a student, in the best and proper sense of the word. If you cooperate with them, they will go to great lengths to help you. If you are not willing to cooperate by doing your best and by performing assigned tasks on time, they are not likely to bother much with you. They expect you to be adult in your reactions toward your work and in your conduct in the class-room. You are no longer children. You have at least begun to grow up. You, and you alone, will determine the attitude the members of the faculty will take toward you. If this attitude is not what you want it to be, look to yourself for the reason.

Textbooks and Supplies. The College operates a textbook store, in which all required textbooks of the College are stocked and sold to students at the lowest possible price. You will find it easier to buy your books from this store although this is not required. The College Book store also stocks certain required equipment such as drawing sets and slide-rules, and certain special materials, such as tracing paper and examination blue-books, as well as general supplies (paper, pencils, etc.) The Store is open a stated hours during each day. Purchases may be made only during those hours.

YOUR NON-ACADEMIC LIFE

The most important thing you have to do in college is to acquire learning and to master the content of the courses. But you will fail to derive from college all that it has to offer if this is the limit of what you get. In the early thirties, Mr. John Erskine, who was then an instructor at Columbia University, wrote a novel entitled "Bachelor of Arts." In this very readable book, he narrated the life of an undergraduate. At its end, when his hero was graduated, he came to the conclusion that what he had learned in the classroom was important, of course. But he also realized that what he had learned outside the classroom from association with other men and women of his own age and interests, and from taking an active part in the various extra curricular activities, in student government and politics, in clubs and student publications was also of great value to him because it had given him experience in dealing with people both individually and in groups. He realized that social intercourse and politics and economics in the microcosm of the campus were fundamentally the same as those in the larger world and that the traits and characteristics which made for success in the college milieu were not different from those which succeed in society outside.

It is easily possible for a man or woman to attend classes in college and to do exemplary academic work and achieve high standing without ever becoming really a part of the college student group. Such a person misses things which are important. He misses the opportunity to make friends of others with like interests—not necessarily academic interests, but also personal interests; he misses important experience in getting along with people and in understanding them; and he misses experience in group activity, political and social, which will be valuable to him. Every student is therefore urged to identify himself in one way or another with the extra-curricular life and activities of the College, to become a participating member in the student group, to grow in social stature as well as in academic accomplishment. The opportunities for doing this are many, and all legitimate student interests outside the classroom are encouraged.

Student Government Association. The Student Government Association is a group of elected individuals which serves as a liaison between the College administration and the student body as a whole. It also has certain specific powers pertaining to student activities. It charters all recognized student clubs, manages student dances and other parties, and undertakes various specific programs from time to time for the betterment of the campus and student life.

Its officers, a President, Vice President, and Secretary, are elected each Spring in an election in which all regularly registered students are eligible to vote. The work of the association is officially supervised by the Assistant Dean of

tudents, although he may appoint a deputy to represent him. The association meets at least once each two weeks during the regular school year. Its officers have regular conferences with the President of the College, in order to acquaint him with student problems and projects under consideration.

Class Organization. The classes are also organized. Officers of the Sophomore, Junior, and Senior classes are elected at the Spring election; those of the Freshman class at the Autumn election. The officers are members of the Student Government Association.

Clubs and Societies. The College encourages students with like interests to organize clubs and societies devoted to these interests. Meeting space for such clubs will be arranged, and every facility possible will be given for their operation. Each club so organized is required to have a constitution and by-laws approved by the Student Government Association, and to be characterized by this body, and to have an official faculty representative designated by the Assistant Dean of Students before it becomes an officially recognized college club. When it has been so recognized, it may share in the student activity funds for certain legitimate expenses when these have been approved by the Student Government Association and the Assistant Dean of Students.

Several such special interest clubs are now active in the College. Among these are the Engineers Club, the Modern Language Club, the Pen Pushers, the Circle K Club, Civitan Club, the Baptist Student Union, etc.

College Theatre. The Wilmington College

Theatre offers any student valuable experience in acting or working backstage on its presentations. The group is a member of the Carolina Dramatic Association, the South Eastern Theatre Conference and the American Education Theatre Association. The Wilmington College Straw-Hat Theatre operates as the artistic and cultural outlet during the summer months.

College Chorus. The Wilmington College Chorus is organized each quarter in order to provide vocal music experience for those students who would like to have a non-academic activity. Membership in this ensemble is open to any student in the College who has the approval of the director.

The Chorus has provided programs for College assemblies, for various civic clubs, for church groups, and for television. Certain small groups taken from the major organization are formed in order to provide for great flexibility of experience and performance. The Chorus has acted as an ambassador from Wilmington College to many of the high schools in the surrounding area.

In the spring of 1961, the members of the Chorus presented the first of what is expected to be a series of animal music shows.

College Dance Band. The College Dance Band is organized for much the same reasons as the vocal group. Any student who has had instrumental experience is eligible to participate in the Band, subject to the approval of the director.

Student Publications. The students of Wilmington College publish each year a yearbook known as "The Fledgling." The "Seahawk" is a student

newspaper which appears every two weeks. "Direction" is an annual publication of the Scriptic Society, containing original verse and prose written by students. Work on the staffs of one or another of these publications is a valuable experience.

Athletics. The College competes each year in basketball, baseball, golf and wrestling. Baseball games are played at Brooks Field, and basketball games are played in the physical education building.

All regularly enrolled students of the College who have paid a student activity fee are admitted without further charge to all regular varsity games, and are furnished with student passes. Students are urged to support the College teams by attending home games and sitting in the regular cheering section. Buses are often chartered for important out-of-town games, making it possible for students to attend these at a minimum cost.

RULES AND REGULATIONS GOVERNING FRATERNITIES AND SORORITIES AT WILMINGTON COLLEGE

The following Rules and Regulations are to implement the College's policies in regard to fraternal groups, social clubs, or the like. These Rules and Regulations by their very nature are not at all inclusive and may be changed or modified from time to time by the appropriate College authorities as experience shows such changes to be desirable.

I. GROUPS TO BE COVERED BY THESE REGULATIONS

All student organizations operating off campus composed of Wilmington College students who wish the privilege of recognition by the College. The groups must in due time be national in character. No group which is not approved by the appropriate College authorities shall be considered for official recognition unless it has been recognized by the College prior to the date of these Rules and Regulations.

II. FACULTY STUDENT AFFAIRS COMMITTEE:

It shall be the duty of this group to administer, interpret, and arbitrate all matters concerning these rules and regulations, until such time as the number of recognized fraternities and sororities reaches three. At that time an Inter Fraternity Council shall be established to be responsible for the duties listed in this section. However, the Student Affairs Committee reserves the right to rule on decisions made by the Inter Fraternity Council. The Inter Fraternity Council shall also serve to co-ordinate fraternity and sorority functions with other student activities.

III. RESPONSIBILITIES TO BE REQUIRED OF APPLYING GROUPS:

Any group wishing consideration for recognition must demonstrate that it has a high degree of academic interest as well

as social interest. Worthy objectives other than social will be factors considered in determining eligibility for recognition. Whenever a recognized local group wishes to petition to become affiliated with a national, it must demonstrate to the committee its academic, social, and financial qualifications, and prove that it will be a positive influence for good on college life and activities and reflect credit on the institution. Great care should be exercised by the local authorities in selecting a national organization for affiliation. Besides the basic requirement that the National, if a social organization, be approved by the appropriate College authorities, the following five points should be investigated by the local group: (1) reputation for good conduct, (2) student morale, (3) academic standards stressed and obtained, (4) financial resources, and (5) worthy objectives other than social.

V. RULES GOVERNING RUSHING, PLEDGING, AND MEMBERSHIP:

Membership in a fraternity, sorority, or other social organization shall be restricted to full-time students of the College who are carrying a minimum of 14 credit hours. Students may not be rushed or pledged until they have completed a full quarter's work (14 hours minimum) with a minimum quality point average of 2.0. Verification of a student's academic standing must be made at the registrar's office.

Students who have completed one or more quarters at the College may be pledge and initiated at such time as determined by the Inter Fraternity Council, provided the student's quality point average for the previous quarter is 2.0 or better, or if the student has an overall 2.0 average.

V. INITIATIONS:

Initiations are the privilege of a fraternity or sorority, or social organization so long as they are in good taste and in no way endanger the life or limb or the person being initiated. Physical punishment and dangerous students will not be tolerated.

VI. FINANCES:

The full financial liability of the fraternity, sorority or other organized group rests in that group of students and its organization. The College will in no way be liable for debts or contracts made by them. Any contract entered into concerning the purchase or lease of real estate shall be scrutinized by the College in order to determine the organization's ability to fulfill the terms of the contract. All bills made with local merchants and others must be made in good faith and with reasonably certain knowledge of the organization's ability to pay such obligations promptly. Under no circumstances may the name of the College be used in securing credit and the responsibility of the organization must be clear to the creditor.

II. FRATERNITY AND SORORITY

HOUSES: LOCATION:

It is desirable that fraternity and sorority houses be located on or near the College campus, but it is recognized that this is not practical at the present time. No such house may be located at any of the neighboring beaches. The location of a fraternity or sorority house should be within a respectable district and must be approved by the appropriate College authorities prior to the purchase or lease of such property.

HOUSE RULES:

Each fraternity and sorority shall submit detailed rules and regulations governing the use of the fraternity's or sorority's property and conduct of its members. The rules, after approval by the appropriate College authorities, must be posted in a conspicuous place in the fraternity or sorority house. All members shall be required to familiarize themselves with the rules, and the fraternity or sorority shall set up such organizations as needed to enforce them.

GUESTS:

Regulations concerning guests are to be made by each individual fraternity or sorority subject to review by the appropriate College authorities. Whenever there is mixed company at the house, there must be a college-approved chaperon present. Any group in residence in a house shall employ a housemother approved by the College and

she may act as chaperon. Any social affair conducted by a fraternity or sorority shall have a college-approved chaperon.

VIII. GENERAL CONDUCT:

The conduct of each member of a fraternity, sorority or other group is expected at all times to be that of a gentleman or lady. Should a fraternity, sorority, or other group conduct, tolerate or protect disorder or misconduct, the group as a whole will be held responsible and shall be disciplined as a body.

IX. PENALTIES:

Penalties for the infraction of rules and regulations may be applied against the individual, the sponsoring organization, or both the individual and the organization. A reprimand and warning by the College shall be given for minor infractions. This reprimand is entered in the student's personal folder and the organization's file. Probation is the penalty to be applied for more serious offenses. This means that further violations will result in social restriction. For further violation of rules and regulations, the offender will be placed under social restriction for an appropriate period. During the period, the offending organization may hold no social affairs and if the situation warrants it, may have its rushing and pledging privileges denied. Such restrictions shall be recorded in the files, and the information posted. In the case of a national fraternity or sorority,

the National Board of Governors or other officials shall be notified. The College reserves the right to withdraw recognition of any group for cause.

These definitions and the respective privileges and/or restrictions stated below shall apply to all future organizations seeking recognition as fraternities or sororities at Wilmington College. Any request for the relaxation of restrictions because of exceptional circumstances must be approved by the Dean of Students.

A brother is an initiated member of a fraternity at Wilmington College.

An active brother is a member who is carrying a minimum of three courses, the aggregate hours of which must be a minimum of 13, and who also has a 2.0 quality point average—either overall or for the previous quarter. An active brother has all the rights and privileges of fraternity membership.

An inactive brother is a member who is enrolled in the college during any given quarter but who has not measured up to the standards specified in above. An inactive brother has all the rights and privileges of fraternity membership except the following:

- He cannot hold office.

- He cannot vote.

- He cannot serve on any committee.

An alumnus is a member who has either graduated from Wilmington College or been previously enrolled in the college. An alumnus has all social privileges of membership in the fraternity and the privilege of attending meetings of the fraternity chapter. It is understood that

the chapter assumes full responsibility for the conduct of an alumnus while he is on the premises of the fraternity house or while engaging in any activity of the fraternity.

The preceding rules and regulations shall apply at all times while the College is in session as well as during vacation periods, or until changed or rescinded by the appropriate College authorities. Each member of a fraternity, sorority or other organization should remember that he is a representative of Wilmington College and of his own organization at all times and should conduct himself accordingly.

Student Government. All registered students are members of the Student Government. The Constitution of this Student Government follows

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION OF WILMINGTON COLLEGE

PREAMBLE

We, the students of Wilmington College, in order to further the activities of student life, promote a widespread interest in student affairs, govern ourselves by just and righteous laws, develop a greater spirit of progressive citizenship, and maintain and perpetuate high ideals in this college, in accordance with the powers granted to us by the administrative authorities of Wilmington College, do hereby establish this constitution

ARTICLE I

NAME

The name of the organization herein established shall be "The Student Government Association of Wilmington College."

ARTICLE II

PURPOSE

The purpose of the Student Government Association shall be to further the best interests of Wilmington College and its students: through representing the student body in matters affecting student life and affairs; through promoting and supervising student organizations and activities; through upholding and interpreting this constitution; through undertaking to assume on behalf of the student body an active interest in the maintenance of discipline within the college.

ARTICLE III

MEMBERSHIP

All students of Wilmington College shall, upon enrollment, become members of the Student Government Association.

ARTICLE IV

LEGISLATIVE POWERS

SECTION 1. Supreme legislative powers shall be vested in a Student Senate.

SECTION 2. The Student Senate shall, at full strength, be composed of thirty-four (34) members, the President, Vice-President, Secretary-

Treasurer of each of the four classes, five (5) Student Senators elected by and from each of the four classes, one (1) representative from the Interclub Council, and one representative from the Publications Committee. The Class Officers and the Student Senators from the Sophomore, Junior, and Senior Classes shall be elected by and from the rising Sophomore, Junior, and Senior Classes in the annual General Election. The representatives from the Publications Committee and the Interclub Council shall be elected by and from their respective groups.

The Freshman Class Officers and the Freshman Student Senators shall be elected in the special Freshman Elections as herein elsewhere provided.

SECTION 3. Organization, Meetings, Transaction of Business.

- a. The Vice-President of the Student Body shall serve as the Speaker of the Student Senate. The President of the highest undergraduate class present shall serve as the Speaker pro tempore. The Speaker shall have no vote except in case of a tie.
- b. The Secretary-Treasurer of the Student Body, or an official under-secretary, shall serve as the Secretary of the Student Senate.
- c. The Student Senators and Class Officers shall be inaugurated on the Monday following the General Election excepting the Freshman Student Senators and Class Officers.

ficers who shall be inaugurated on the first Monday following their election.

d. The Student Senate shall meet regularly every other Monday, and shall be at all times subject to call into a special session by the Vice-President of the Student Body. A quorum of the Student Senate shall consist of a majority of its membership currently in office. Each member of the Student Senate shall have one vote, with no proxies being allowed.

e. Any vacancy occurring in the Student Senate shall be filled by a special election in the class in which the vacancy occurs. This special election shall be conducted by the Board of Elections and shall take place not less than seven days after the Board has been notified of such vacancy by the Speaker of the Student Senate. The Speaker shall notify the Board within seven days after a vacancy occurs. The person filling the vacancy shall meet all the necessary qualifications and shall serve out the remainder of the unexpired term.

SECTION 4. The Student Senate shall have power:

- a. to allocate the funds appropriated for Student Activities.
- b. to ratify or reject by a majority vote all appointments made by the President of the Student Body;
- c. to override a presidential veto by a two-thirds majority vote of those voting;
- d. to establish its own rules of procedure;

- e. to establish such subordinate officers and committees within the legislature as it shall deem proper;
- f. to make all laws governing the conduct of student elections;
- g. to require reports from the standing committees and from all organizations receiving appropriations from the Senate;
- h. to review rules made by the Dance Committee;
- i. to make all laws necessary and proper to promote the general welfare of the Student Body.

SECTION 5. Class organization shall be as follows: Senior, Junior, Sophomore, and Freshman with appropriate officers. The Senate shall fix the duties and powers of these class organizations and shall approve or disapprove the manner in which class funds shall be secured.

SECTION 6. There shall be an Interclub Council composed of one representative from each chartered club on campus to serve as a club activity coordinating group. This Council shall elect its own officers including one who shall be a representative to the Student Senate.

SECTION 7. There shall be a Publications Committee composed of two representatives from each publication including Radio Station WILC, the Fledgling, and the Seahawk. Its duty shall be to act in a co-ordinating capacity on all publicity matters and to present publications' budgets to the Student Senate. This committee shall elect its own officers, including one who shall be representative to the Student Senate.

ARTICLE V

EXECUTIVE POWERS

SECTION 1. The executive power shall be vested in a President of the Student Body, who shall have the assistance of a Vice-President and a Secretary-Treasurer of the Student Body. These three officers shall be elected by and from the Student Body as large during the General Election.

SECTION 2. The President of the Student Body shall have power:

- a. to appoint the chairmen of all standing committees and boards not otherwise provided for in this constitution; then to jointly appoint with said chairmen the members of the committees;
- b. to appoint initially the chairmen of all standing committees, submitting them to the Student Senate within two weeks of his inauguration; then to jointly appoint with said chairmen the members of the committees;
- c. to appoint the chairman of the Board of Elections; then to jointly appoint with said chairman the members of the committee;
- d. to make recommendations from time to time to the Student Senate;
- e. to veto acts of the Student Senate, provided he shall exercise such power of veto within ten days after the passage of an act by the Senate;

- f. to preside at meetings of the Student Body;
- g. to serve as an ex-officio member of all standing committees and board;
- h. to address the Student Senate from time to time, provided that he shall notify the speaker of his intentions in advance;
- i. to issue orders to the standing committees and require reports from them;
- j. to represent the Student Body of the College in relations with the students of other schools, colleges or universities and in all relations with the faculty;
- k. to establish such committees subsidiary to him as he shall deem necessary and proper to aid him in the performance of his duty.

SECTION 3. The Vice-President of the Student Body shall perform the duties of the President in the event of his absence or incapacity. He shall succeed to the presidency should that office become vacant. The Student Senate shall by law provide for the filling of the office of President should a Vice-President who has succeeded to the presidency also vacate the office, but the speaker pro tempore of the Student Senate shall not succeed to the Vice-President or the Presidency. The Vice-President of the Student Body shall be the Speaker of the Student Senate.

SECTION 4. The Secretary-Treasurer of the Student Body shall accurately record and preserve the minutes of all meetings of the Student Body. He shall record all monies allocated by the Student Senate. A quarterly financial statement shall

submitted for publication in *The Seahawk* each quarter.

SECTION 5. The Dance Committee shall, at full length, be composed of twelve students; three from each of the four classes. These are to be appointed as herein elsewhere provided. The Dance Committee shall have responsibility for planning and supervising all on campus dances, and shall have the power to make rules concerning conduct at dances, subject to review by the Student Senate and the Dean of Students. The Dance Committee shall refer all cases of improper conduct to the Student Judicial Council.

SECTION 6. The Fine Arts Committee shall be composed of a chairman and two other student members appointed as herein elsewhere provided and three faculty members recommended by the student members of the committee. It shall be the duty of this committee to organize and supervise a varied program of educational and entertaining events throughout the school year.

SECTION 7. The Student Orientation Committee shall be composed of a chairman and fifteen representative men and women students appointed as herein elsewhere provided. It shall be the duty of this committee to work with the Dean of Students during Freshman Orientation.

ARTICLE VI

JUDICIAL POWERS

SECTION 1. The judicial power shall be vested in the Student Judicial Council and in any other

inferior or appellate judicial bodies that the Student Senate may establish by legislation.

SECTION 2. The Student Judicial Council shall be composed of two members elected by and from the men students, two members elected by and from the women students, and one member elected by and from the Student Body at large. No officer of the Student Body, no member of the Student Senate, and no chairman of a standing committee shall be a member of the Student Judicial Council; and no person who shall not have been a student in good standing in the College for at least two academic quarters shall serve on the Student Judicial Council. The Student Judicial Council shall elect its own chairman and clerk from the membership.

SECTION 3. The Student Judicial Council shall have original jurisdiction in all cases involving the constitutionality of any act of the Student Senate when such act has actually been violated and its constitutionality questioned by the alleged violator. The Student Judicial Council shall also have original jurisdiction in the interpretation of the Student Constitution. The Student Judicial Council shall also have original jurisdiction in all cases of violations of Article VIII, Section 7 brought before it until the Student Senate establishes an inferior judicial body to handle violations of said Article and Section. In the event, the Student Judicial Council would retain appellate jurisdiction.

SECTION 4. Any student tried and convicted by the Student Judicial Council or by any other judicial body established by the Student Senate shall have the right to request a rehearing. The rehearing shall be held no less than three days and more than six days after the original conviction. All decisions reached by the Student Judicial Council shall be reviewed by the appropriate faculty committee.

SECTION 5. A majority vote of the entire membership shall be required for valid decisions in the Student Judicial Council or in any other judicial body. All judicial bodies shall make and publish their own rules of procedure, but these rules shall not deny to any accused person the presumption of innocence until guilt is proven, the right to due notice and a fair hearing, the right of the accused to face his accuser, and the privilege of assistance. Said assistance shall come from any member of the Student Body who is not a member of a judicial body. The Council and other judicial bodies shall inform each accused person of his rights guaranteed under this section at the time he is notified of the offence charged against him. All judicial bodies shall have the right of subpoena.

ARTICLE VII ELECTIONS

SECTION 1. Qualifications for voting.
Only students enrolled in Wilmington College shall be entitled to vote in any student body election.

SECTION 2. Board of Elections.

Power to administer the laws passed by the Student Senate governing conduct of elections shall be vested in a Board of Elections. The Board shall consist of a chairman and six members appointed as herein elsewhere provided. The President of the Student Body shall make the appointments within two weeks after his inauguration and submit them to the Student Senate for its approval. The Board of Elections shall have the sole supervision of all campus elections.

SECTION 3. General Election.

There shall be one General Election annually. It shall be held on the second Thursday in May.

SECTION 4. Officers to be elected.

The following officers shall be elected in the General Election: President of the Student Body, Vice-President of the Student Body, Secretary, Treasurer of the Student Body, each from the Student Body at large, and three class officers by and from their respective classes, members of the Student Judicial Council as stipulated in Article VI, Section 2.

The following Student Senators shall be elected in the General Election: five Student Senators each from the rising Senior, Junior, and Sophomore classes.

SECTION 5. Elections and methods of voting.

The basis for decision in the election of the Student Body Officers and Class Officers shall be by majority. When more than two people shall file for any of these offices, there shall be

Primary Election to be held one week prior to General Election. In this election, each voter shall place an X by the name of one candidate for each office appearing. The two candidates for each office receiving the greatest number of votes shall be the candidates to be placed on the ballot for the General Election.

In the election of Student Senators, the straight plurality system of voting shall be used. Each voter shall mark an X by the name of the candidates of his choice. The voter shall not designate more than five candidates of his choice. Votes may be cast for any number of candidates up to and including five. The offices of Student Senator shall be filled by the five candidates in each class receiving the greatest number of votes.

In the election of members of the Student Judicial Council, each woman student shall vote for two members to be elected by and from the women students, and each male student shall vote for two members to be elected by and from the men students. Both men and women students shall vote for one member to be elected from the Student Body at large. Votes may be cast for any number of candidates up to and including five, except for the member to be elected from the Student Body at large for which only one vote shall be cast per student. The positions on the Student Judicial Council shall be filled by the candidates receiving the greatest number of votes from their respective groups.

SUB-SECTION I. Write-In Votes.

In all student elections, write-in votes for qualified persons shall be counted.

SECTION 6. Eligibility for Election.

- a. The candidates for any elective offices the Student Body shall have at least a 2.0 quality point average at the time of the election, excepting Freshmen, who shall have at least a 1.5 quality point average and shall not have been guilty of violating Article VIII, Section 7 at any time during a period of one year prior to their election. All holders of Student Body offices and Class offices shall maintain at least a 2.0 quality point average throughout their term of office or be automatically declared ineligible, excepting Freshman Officers, who must attain a 2.0 average by the beginning of Spring Quarter during their term of office. The Secretary-Treasurer of the Student Body will verify all officers' eligibility at the beginning of each quarter.
- b. Further requirements for candidates:
 1. The President of the Student Body shall be a member of the highest rising undergraduate class.
 2. The Vice-President and Secretary-Treasurer of the Student Body shall be members of either of the two highest undergraduate classes.
 3. Every Student Government Association officer shall be carrying at least 12 quarter hours at the time of his election and must carry at least 12 quarter hours throughout his term of office.
- c. No one person may hold more than one of the following offices in the Student Body

one time: President, Vice-President, Secretary-Treasurer of the Student Body, Student Senator, Class Officer, or Member of the Student Judicial Council.

SECTION 7. Filing of Candidacy

All candidates for offices listed in Section 4 shall file a statement announcing their intention to run for a particular office. This statement shall be filed with the Chairman of the Board of Elections, and it shall be filed on or before the last Monday in April. These filing statements shall contain the signature of the Registrar of Wilmington College approving the student's eligibility.

SECTION 8. Freshman Class Officers

Freshman Class Officers and Student Senators shall be elected on the second Thursday in October. If needed, a freshman primary election shall be held on the first Thursday in October. Filing statement shall be turned in to the Chairman of the Board of Elections on or before the last Monday in September. The President of the Student Body shall call a meeting of the Freshman Class later than the Tuesday before filing statements due for the purpose of explaining the filing system and election procedures.

SECTION 9. Inauguration.

All officers chosen in the General Election shall be duly inaugurated on the first Monday following their election. Each officer shall take an oath to uphold, protect, and preserve this constitution and the government thereby created. The oath

of office shall be administered by the Chairman of the Student Judicial Council.

SECTION 10. General Rules.

- a. The Primary and General Elections shall be conducted by Australian Ballot.
- b. Returns from each election shall be posted on the night of the day on which the election is held.

SECTION 11. Special Elections.

Special elections shall be held to fill any vacancies which shall occur in any elective offices during the school year excepting the office of President of the Student Body, which under the terms of this Constitution, shall be filled, in case of its vacancy, by the Vice-President of the Student Body. Nominations for any special elections shall be held within two weeks after the occurrence of any vacancies.

ARTICLE VIII

STUDENT BODY POWERS

SECTION 1. The Student Body shall have power to initiate any act within the power of the Student Senate, provided that ten per cent of qualified voters in the Student Body shall sign a petition calling for an election within the Student Body on a bill which they shall submit in writing with the petition to the President of Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the bill.

less than six nor more than fifteen days after receives the petition and bill. If the President does not direct the Board of Elections to hold a referendum, the bill shall automatically be subject to a referendum, provided 25% of the qualified voters sign a petition calling for a referendum on said bill, under the time limits set in this section. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill.

SECTION 2. The Student Body shall have power to call for a ballot on any act of the Student Senate, provided a petition calling for the ballot specifying in writing the act on which the referendum is to be taken shall be signed by ten percent of the Student Body and transmitted in writing to the President of the Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the act in not less than six nor more than fifteen days after he shall have received the petition. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill. If the President does not direct the Board of Elections to hold a referendum the bill shall automatically be subject to a referendum, provided 25% of the qualified voters sign a petition

calling for a referendum on said bill under time limits set in this section. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto.

SECTION 3. No group or organization on campus of Wilmington College shall coerce or in any manner unduly influence any student's vote. The Student Senate shall have power to make laws to enforce this provision.

SECTION 4. The Student Senate of Wilmington College shall not make any law abridging or denying the freedom of the Student press or any other freedom guaranteed by the Constitution of the United States to the citizens of the United States or by the Constitution of the State of North Carolina to citizens of North Carolina.

SECTION 5. It shall be the duty and responsibility of every student at Wilmington College to conduct herself or himself as a lady or gentleman at all times, and insofar as possible to see that his fellow students do likewise.

SECTION 6. This constitution and all laws enacted pursuant thereto shall be the supreme student law.

SECTION 7. Any student who commits an act which is illegal and unlawful according to the rules of the school as established by the Board of Trustees of which is illegal and unlawful according to the statutes of the City, the Constitution of the State of North Carolina, or the United States

merica shall be liable to prosecution before Student Judicial Council.

ARTICLE IX

IMPEACHMENT

The Student Senate shall have the power to impeach any officer of the Student Government. Impeachment proceedings shall be as follows: Charges may be brought in the Senate for non-performance of duty, or maladministration of student office against any student official. A majority vote of the quorum present shall be necessary to bring the official to trial. The Senate bringing the charges shall prosecute, and the accused official may designate any student to act as counsel for the defense. The regular officers of the Senate or their regular alternates shall preside at the trial. The trial shall be in open session. A two-thirds vote of the entire Senate shall be necessary to remove the accused from office.

ARTICLE X

AMENDMENTS

Amendments to this constitution shall become valid when passed by a simple majority in the Student Senate and ratified by a two-thirds majority of those voting in campus election conducted by the Board of Elections at the direction of the Student Senate; or they shall become valid if, upon petition in writing signed by ten per cent of the duly enrolled students in the College, the President of the Student Body shall direct

the Board of Elections to conduct an election which a favorable vote of two-thirds of the voting shall be necessary to ratify the amendment. Public notice of such election shall be given by the Board of Election not less than ten days before the vote shall be taken.

ARTICLE XI CLUBS

SECTION 1. The Student Senate may grant charters to clubs whose constitutions and by-laws do not violate the provisions of this Constitution and may suspend the charters of clubs that violate these provisions or which become inactive. SECTION 2. Charters are to be renewed by a majority vote of the Student Senate during the last three weeks of the Spring Quarter. This Constitution shall honor all charters granted under previous constitutions if the clubs meet the aforementioned qualifications.

ARTICLE XII RATIFICATION

This Constitution shall take effect after its ratification by a two-thirds majority of the Student Body voting at a special campus election. After ratification, all existing organs of Student Government will carry out the provisions of this Constitution until they are replaced by the instruments of Student Government established by this Constitution.

ARTICLE XIII

The dates for the filing of candidacy, the dates for the Primary and General Elections, and the

s for inauguration shall be decided by the
ent Senate for the academic year 1962-63.
article shall be deleted from this constitu-
after May 31, 1963.

THE OATH OF OFFICE

hereby pledge my faith and honor that I will
old the honor, integrity, and reputation of
nington College, and that I will fulfill to the
of my ability all duties incumbent upon me
n officer of the Student Government Associa-

MISCELLANEOUS

This chapter contains information concerning certain specific regulations of the College and concerning other individual matters of importance to the student. It should be read carefully and remembered. The college has two important general regulations.

1. Any act by a student which is illegal and unlawful according to the statutes of the City, County, the State of North Carolina, or the United States of America will result in disciplinary measures by the College, and may result in the dismissal of the student who is in violation.

2. Beyond this general regulation, the College assumes that its students are men and women of good sense and good manners who will conduct themselves at all times in a way befitting adult members of society with proper regard for the rights of others and with the dignity and good taste which should be characteristic of educated men and women.

Automobiles and Parking. It is realized that many students must drive their cars to the College. The College has provided space for the parking of these cars to the extent of its ability. The following regulations concerning cars and parking are presently in force.

All cars parked on the College grounds must have a College tag, for identification purposes. The tags may be procured from the book store at the time of registration. A charge of 30¢ is made for each tag, which will be returned on application when the student leaves the college and returns the tag in usable condition.

Cars will be carefully parked in the spaces designated. Do not block driveways.

Certain parking areas marked in yellow lines are set aside for the use of the members of the faculty, the administration and visitors to the college. Students are not permitted to park in these spaces.

Disregard for these rules will result in a fine of \$1.00. If a student persists in parking on college property without a proper tag, or parking in a restricted area not open to students, his car will be towed to a storage garage at his expense. Continued violation may result in dismissal from the College.

Clothes and Personal Appearance. The College does not attempt to dictate to students concerning their clothes or personal appearance. The Dean of Men and the Dean of Women are charged with the responsibility of calling a student's attention to any breach of good taste in either clothing or general deportment which should be reported to them by a member of the faculty. Persistent disregard for the canons of good taste or decency in clothing or conduct will result in disciplinary measures.

Alcoholic Beverages. It is illegal to bring alcoholic beverages onto the College property or consume them there. The College does not permit the serving of alcoholic beverages at any official sponsored College dance, party, club meeting, or other function. These regulations will be strictly enforced.

Gambling. It is illegal to gamble or to engage in any game of chance on College property. This regulation, like that pertaining to alcohol, will be strictly enforced. Persistent disregard for this regulation will result in summary dismissal from the College.

Cheating. Instructors are obliged to report cases of cheating to the Office of the Dean of Students, and to give the offender a zero on a test, written paper or other assignment which is not entirely his own work. A second offense in this category will generally result in summary dismissal from the College.

Social Affairs. All social affairs held under the auspices of the College must be approved by the Assistant Dean of Students. If both men and women are to be present, chaperons approved by him or the Dean of Women must be provided. The College makes no attempt to regulate social affairs held by students in their own homes or elsewhere which are not sponsored by the College. However, persistent reports of unseemly conduct by students which reflect discredit upon the College will result in an investigation and disciplinary action, if it is warranted by the circumstances.

phones. Public pay telephones are provided for the use of students making personal calls. Students are not permitted to use the College telephones except on official College business, or in cases of real emergency.

Students will not be called from classes to receive incoming telephone calls, nor does the College accept any responsibility whatever for such calls or for the relaying of messages to students. In cases of real emergency, of course, efforts will be made to contact the student called.

Housing for Out-of-town Students. Wilmington College is a community college specifically designed to serve the needs of an area within a commuting distance of its campus. No dormitories or boarding houses are operated by the College, and the College accepts no responsibility for the housing of students.

However, students who are not residents of the area are welcome to attend the college. The Office of the President maintains a list of unoccupied rooms which are available to men students.

The Dean of Women will assist all women students to find suitable residence in Wilmington. She will serve in an advisory capacity in their conduct on campus. All out-of-town women students report to the Office of the Dean of Women the day of registration. Should residence be needed during the session, the student should report the information to the Office of the Dean of Women immediately.

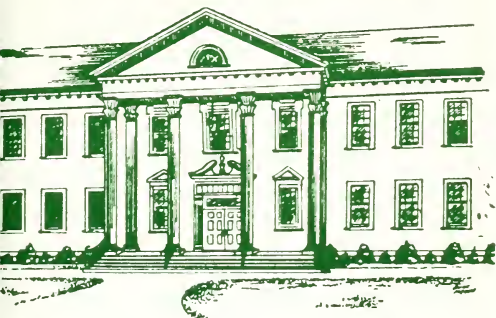
Employment of Students. With the cooperation of the Wilmington Merchants Association the College maintains an employment bureau through the Office of the Director of College Relations. Students desiring employment are urged to register with this bureau.

A few students are employed in the Library as laboratory assistants in Chemistry, Physics, Biology, and other subjects. Arrangements for such employment are made with the heads of the departments concerned.

Veterans' Affairs. The Dean of Students is the College liaison officer with the Veteran's Administration. Veteran students should seek an interview with him before registering in order to obtain full information concerning their responsibilities as veteran students.

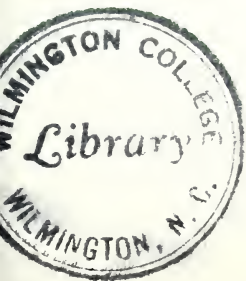


66/67



Wilmington

COLLEGE



STUDENT
HANDBOOK

STUDENT HANDBOOK



**WILMINGTON
COLLEGE**

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PRODUCTION

First of all, the faculty and the administration welcome you to Wilmington College. We hope this new educational experience will be fruitful in knowledge and rewarding in usefulness. Whether or not it will be depends largely upon your own attitude. Failure in college is sometimes the result of poor ability or inadequate educational background, but it is more often the result of an adolescent attitude toward responsibility. The earlier you develop a real feeling of responsibility for yourself, the more your educational experience in college will mean to you. The faculty must assume that you have matured already to the point of realizing that what you are doing is important, and because it is important, it is worth hard and persistent endeavor. If you have not reached this realization, you are not profiting as you should in attempting to get a college education. Learning is a positive and active process. The role of the college instructor is to guide you in the learning process, to prescribe procedures for education, not simply to communicate knowledge. You have certainly read the Proverb "Experience is the best teacher." Like many proverbs, this one is only half true. *Good* experience

is the best teacher. The primary function of the college instructor is to see that the academic experience you get is *good* experience. He will endeavor to direct your thinking into paths which have been found to be rewarding in true knowledge; will attempt to keep you from wasting your time in the exploration of blind alleys; will assign you tasks that have been proved to be productive in the attainment of skills and knowledge; he will guide you in the interpretation of difficult material; he will teach you to distinguish between what is known to be true and what is assumed to be true or not known at all. From time to time, the instructor will tell you of your achievement, not primarily for the purpose of assigning a grade, but for the purpose of your discovering whether you have learned or have failed to learn. Honest work and study are the best guarantee for success. There is no substitute for these. An assigned grade in a course will indicate only your demonstrated achievement, your academic accomplishment as nearly as can be measured. The most important quality of the college teacher is his professional academic integrity. He will try to give you all the assistance, all the advice, all the direction he can give. But the achievement must be your own.

You will find in the catalog of the College certain prescribed curriculums. If you expect to receive a degree, you must follow one of the curriculums and complete it with a quality point average of 2.0 ("C" average). These curriculums have been carefully and thoughtfully designed to give you not only the knowledge specifically required in your chosen field, but also

tain other knowledge which will enable you to live better in the complicated society of which you are a part and to fulfill your responsibilities as an educated man or woman. A broad or general education enhances one's effectiveness in his chosen field. A man is not only an engineer, lawyer, a doctor, or an accountant. He is also a citizen and a member of society which is characterized by a long heritage of civilization. The future of the world is not likely to depend upon how well you can design a road or win a law suit. But it will depend upon how well you, as a representative of an educated citizenry, understand international and national and local affairs and so are able to act wisely in determining the course they shall take.

Perhaps the most significant attribute of man which distinguishes him from other animals is his ability to communicate. To communicate accurately his thoughts, his ideas, and his dreams depends on how well he has developed the art of communication. The primary purpose of the required courses in Freshman English is to develop your skill in this art, and to enable you to communicate your thoughts effectively and to receive the thoughts of others with understanding. Language—and primarily your own native language—is the best device that exists for communication. Its accurate and fluent use is perhaps the single most important thing you can learn early in your college career, for without it you are greatly handicapped in your own learning and seriously impeded in communicating what you know to others. Our advice, therefore, is that you make great effort to acquire skills

of communication. There is a high correlation between success in Freshman English and success in college. This is not remarkable. Unless you can read with understanding and write with clarity and accuracy you can do very little of worthwhile in the world where communication is of paramount importance.

We would like to emphasize the necessity of your beginning your college career with a seriousness of purpose. Good habits of study should be developed early. It is much easier to maintain a good academic record than it is to climb to it from a poor start. The College has established certain minimal requirements for retention of students. These standards are published in the catalog and you should familiarize yourself with them. The College cannot tolerate a continuous and mounting waste of your time nor can the taxpayer afford to invest in the education of those who do not take their responsibilities seriously. We hope that you will apply yourself so that you may be retained throughout four years of college and be rewarded with a degree from Wilmington College.

Again, we welcome you to the College and stand ready to help you in any way that we can. The following pages are designed to give you information about the organization of the College, the academic and non-academic life which you may expect to encounter. You are urged to read them carefully. They are in the nature of a guide book to the experiences which you are about to encounter. The rules and regulations which follow are not intended to impede your progress, but to facilitate it. Close attention to the guide book should make your journey easier.

THE ORGANIZATION OF THE COLLEGE

A college, even a small college, is a rather complicated organization. To the new student in search of information, it may be bewildering. One of the important things a student should learn is to go to the proper person for information and for counsel. The purpose of this chapter is to outline the organization of the College and to describe the functions of its officers and the members of its faculty and staff. Become acquainted with the information this chapter contains. It will save you time, and, more importantly, it may save you from being misinformed when you seek answers to your questions from the wrong person.

The Board of Trustees. Wilmington College is one of the colleges in the system of higher education of the State, supported by funds from appropriations by the State Legislature. Its governing body is an appointed Board of Trustees, and this Board constitutes its corporate entity. The Board is charged with the operation and maintenance of the College, with the administration of all funds, with the employment of faculty and staff, with the determination of entrance requirements, courses of study and degrees to

be granted, and with the regulation and discipline of students. The Board consists of twelve members appointed by the Governor. The Board elects a Chairman, a Vice-Chairman, a Secretary and a Treasurer. The names of the members of the current Board, and of its officers and committees, will be found in the Catalog of the College.

The individual student is not likely to have a direct relations with the Board of Trustees. A student may, however, appeal the decision of a College administrative office through the President of the college to the Board if he so desires. Further, the regular meetings of the Board are in the nature of public meetings, and a student may attend these meetings as a citizen.

The President. The President is the chief administrative and executive officer of the College. The Board of Trustees delegates to him many of its functions, which he carries out himself, or sees that they are performed by others. The President keeps in touch with the academic affairs of the College through regular meetings with the Deans and with the Faculty, and with student affairs of a non-academic nature through meetings with the officers of the Student Government and student organizations. Beyond the formal contacts, the President is always eager to counsel with individual students concerning their problems, either academic or personal. Because of the demands upon his time by the regular business of the College, students are asked to make definite appointments for conferences.

The Vice President for Finance. The Vice Pre

nt for Finance is responsible to the President through him to the Board of Trustees, for the business management of the College. He is the purchasing agent of the College, and the administrator of all College funds, including loan funds for students. He is also responsible for the maintenance and upkeep of the College buildings and grounds, and for the administration of the cafeteria and bookstore.

The Vice President is the person to consult if you need a tuition loan or other financial assistance, or upon any other matter having to do with the business management of the College.

The Dean of the Faculty. The Dean of the Faculty is responsible to the President and through him to the Board of Trustees for the recruitment and retention of members of the faculty, and for the instructional program of the College. As the academic chairman of the faculty he is concerned with the development of the curriculum, academic programs, graduation requirements in the several major and minor areas, and all matters relating to faculty welfare. He administers the instructional budget including faculty salaries, equipment and general expenditures related to teaching. The Dean of the Faculty, along with the President, represents the college before state, regional, and national organizations. He serves as the official college representative to the Southern Association of Colleges and Schools, the regional accrediting agency.

The Dean of Students and Director of Admissions. The Dean of Students is responsible to the President, and through him to the Board of Trustees, for the administration of the academic

requirements of the College which have been established by the Faculty and Board of Trustees. As Director of Admissions, it is his responsibility to determine the acceptability of candidates for matriculation as regular or special students. His Office is responsible for the program of academic counseling of students, and for academic discipline in such matters as absences and scholastic deficiencies. He certifies the fulfillment of requirements for degrees. In consultation with the members of the faculty, he arranges class and laboratory schedules. He is the College liaison officer with the Veterans' Administration and administers all matters related to veterans' affairs. He is also chairman of the Scholarship Committee which awards all scholarships.

The Office of the Dean of Students is the proper place to seek information concerning the academic requirements of students, veterans' affairs, scholarships, or counsel concerning courses and course requirements.

The Assistant Dean of Students and Dean of Men. The Assistant Dean of Students and Dean of Men is responsible to the Dean of Students and through him to the President and Board of Trustees. He is charged with the general responsibility of counseling men students concerning personal problems. When an instructor feels that further absences from class are detrimental to success in a given course, it is he who counsels men students in regard to class attendance. As Assistant Dean of Students he assists the Dean of Students in many ways. He is responsible for extra-curricular activities including the Student Government, student clubs, dances and other

ial affairs. He administers the non-academic regulations of the College.

The Office of the Assistant Dean of Students and Dean of Men is the proper place for all students to seek information concerning non-academic student affairs and the place for men students to consult on personal problems.

The Dean of Women. The Dean of Women is responsible to the Dean of Students and through him to the President and the Board of Trustees, for the counseling of women students on personal problems and affairs. When an instructor feels that further absences from class are detrimental to success in a given course, it is she who counsels women students in regard to class attendance. In cooperation with the Assistant Dean of Students she is concerned with the social affairs program of the College.

Her Office is the proper place for young women to seek advice and counsel regarding their personal problems.

The Registrar. The Registrar is responsible to the Dean of Students and through him to the President and the Board of Trustees for all student academic records. The Registrar registers students for class work at the beginning of each quarter, records and issues all grades assigned by instructors, issues transcripts, and maintains records of withdrawals and changes in course registration.

The Librarian. The Librarian is responsible to the President and through him to the Board of Trustees for the administration of the Library. The Librarian's responsibility includes the acquisition, preparation, and interpretation of col-

lections of printed and non-printed materials

The Administration's Representative During the Evening Schedule. During the evening hours when the classes are in session, a representative of the Administration of the College will be found in the Main Office on the first floor of the Library-Administration Building. He is responsible to the various administrators of the College, depending upon the function he is discharging. During the registration or other periods he may serve as the deputy for the President, Vice-President, Deans, Bursar or Registrar.

Evening students should seek information and counsel in this office relative to academic or non-academic affairs.

The Bursar. The Bursar is responsible to the Vice-President for Finance for the collection of all tuition and fees due from students, including laboratory fees and student activity fees. The Bursar also prepares all checks for disbursement for the proper signatures, and keeps the accounts of the College.

The Office of the Bursar is the proper place to seek information concerning the payment or refund of fees or tuition.

The Director of Athletics. The Director of Athletics is responsible to the President and through him to the Board of Trustees, for the program of intercollegiate and intra-mural athletics. As Chairman of the academic department of Physical Education he is responsible to the Dean of the Faculty for curricular matters.

His office is the proper place to seek information concerning extra-curricular and recreational sports.

THE DIRECTOR OF COLLEGE RELATIONS

The Director of College Relations is responsible to the President through him to the Board of Trustees for the administration of a department concerned with the public relations of the institution. He is concerned with the general image of the College, through the students, faculty, staff, and administration.

The Director of College Relations is responsible for the news bureau activities, the placement bureau, the alumni affairs, and coordination of the Wilmington College Foundation activities with the College.

The Director of College Relations is to be consulted regarding worthy news items; your placement while in college or as a graduate senior; any alumni news; and gifts, benevolences or contributions that may be made to the college.

The Faculty. The true strength of any college is in the members of the faculty. Wilmington College is proud of its faculty and of their tradition for sound scholarship and high standards of teaching. While the formal contracts of the President with members of the faculty will be in the class room and laboratory, the members of

the faculty are also charged with the academic counseling of students. The student is urged to seek conferences with his instructors outside the class room whenever he is in doubt about any point in the instruction, and to respond eagerly when an instructor summons him for a conference. The nature of college teaching and the wide divergence of aptitude and pre-college experience of the students make these extra-class conferences an important part of the teaching and learning process. The student is particularly urged to be prompt in meeting appointments with members of the faculty. An instructor is a busy person. It is the student, rather than the instructor, who profits from the teaching process; it is the student, and not the instructor, who suffers from opportunities lost to gain clarification and knowledge.

The names of the officers of the College and of the members of the faculty will be found in the College Catalog. Familiarize yourself with these names, and get acquainted with the persons and what they do. Then you will know where to turn when you need advice or assistance.

The College also employs a certain number of secretaries, clerical assistants, laboratory assistants, and custodial help. These persons have important duties to perform, but cannot be expected to give authoritative answers to questions concerning the administration and regulation of the College. You will save yourself time and trouble by making inquiry of the proper authoritative personnel.

TUITION AND FEES

Wilmington College is supported by appropriations made for operating expenses by the State of North Carolina. From this source, and from the private gifts and donations, the College receives approximately sixty per cent of its annual operating income. The remainder comes from student tuition and fees. Your tuition and fees, therefore, pay for approximately forty per cent of the cost of your college education.

Registration Fee. Every student registered for one or more courses giving college credit, either as a regular student or as an auditor, is required to pay a registration fee of \$5.00 at the beginning of each quarter in which he registers. The only persons excused from this fee are those on full tuition scholarships. Applicants for admission to the College must pay the registration fee for the first quarter at the time of applying. This fee is not refundable.

Tuition Fees. The regular full-time tuition fee is \$70.00 per quarter for citizens of North Carolina and \$130.00 for out-of-state students. This entitles the student to elect from 14 to 20 quarter hours of credit inclusive during the quarter. Students who elect less than 14 quarter hours during a quarter are charged tuition at the rate of

\$5.00 for each hour of credit elected if they are citizens of North Carolina and \$9.00 for each hour if they are out-of-state students. Students who elect more than 20 quarter hours during a quarter are charged \$5.00 per quarter hour for all hours over 20. (\$9.00 if they are not residents of North Carolina.)

Student Activity Fee. Every student electing two or more courses in the College during a quarter is required to pay a student activity fee of \$16.00. The income thus derived is retained in a special fund and used to help defray the expenses of student social affairs, clubs, publications, athletics, and physical education. The payment of this fee entitles the student to free admission at all regularly scheduled varsity athletic events, to a copy of the College Annual, the College newspaper, to participation in regular college-sponsored social events, and to the use of the physical education facilities.

Laboratory Fees. Because of the cost of the materials involved in the teaching of certain subjects, students electing these subjects are required to pay a laboratory fee of \$7.50 for all courses in Biology, Typewriting, Office Machine Chemistry and Physics.

In addition to these regular laboratory fees students will be charged at replacement costs for the breakage of laboratory and other equipment and for the abnormal use of expendable supplies and materials. Payments assessed for these latter causes must be paid before credit will be given for the course in question.

Late Registration Fee. An additional registration fee of \$5.00 is charged for late registration.

any quarter. The last day which a student may register without incurring this penalty will be found in the calendar for each year in the College Catalog.

Change of Course Fee. If a student changes his selected course of study after his registration has been completed, a charge of \$1.00 will be made for each course or section changed, dropped, or newly elected. This fee may be waived by permission from the Office of the Dean of Students when the change is made necessary by the exigencies of the class schedules.

Graduation Fee. A fee of \$7.50 is required of each student who expects to be graduated by the College at the end of any quarter. This fee is levied to pay the cost of the diploma and academic gown and regalia.

Refunds. A student who withdraws from school prior to or before the last day for registration will receive a refund of the full amount paid, less a \$1.00 registration fee. On withdrawal later than the period specified, no refund will be made.

In some instances circumstances justify the relaxing of rules regarding refunds. An example might be withdrawal from school because of illness. Students have the privilege of appeal to the Financial Committee when they feel that special consideration is merited. Applications for such appeals may be secured from the Office of the Dean of Students.

Transcripts. Every student who matriculates at the College is entitled without charge to one official transcript of credits earned. A charge of \$1.00 is made for each additional transcript. Students are warned that when they are transferring

credits from Wilmington College to another institution, they should request the College to mail the official transcript, since many institutions will not accept transcripts presented by applicants personally.

Payment of Fees. All tuition, laboratory, registration and student activity fees are due and payable at the time the student registers. As a convenience to veterans who are subsisting entirely upon government allowances for education the payment of their fees may be deferred by special arrangement with the Vice President of Finance until the arrival of their first government check. Deferred payment by other students is seldom permitted, and then only in cases of extreme hardship and by special arrangement. In all cases, fees must be paid in full before the student will be permitted to take the final examinations for any quarter.

Fees may be paid by check or money order payable to Wilmington College, or in cash. All payments are made to the Bursar, who will give an official receipt.

Scholarships. The College grants a limited number of free and work scholarships, usually covering the cost of tuition, to deserving students. Application for a scholarship should be made in writing to the Scholarship Committee at the time the prospective student applies for admission, or before.

Auditing. The auditing of courses without credit is permitted, by special permission from the Office of the Dean of Students and of the instructor involved. Individuals not regularly enrolled as students in the College who wish to

audit courses will be classed as Special Students, and will be required to pay regular tuition and registration fees. College students in regular status will be permitted to audit courses free of charge unless the addition of the audited course makes the total quarter hours exceed twenty. In the latter case, the student will be charged for the excess hours at the regular rate.

YOUR ACADEMIC LIFE

The purpose of this chapter is to acquaint you with certain aspects of the formal academic procedures of the College. Your admission as a student indicates that in the opinion of the admitting authorities you are capable of doing satisfactory college work. This opinion is based upon your high school and other educational record and upon your performance on the entrance tests. From this point, it is very largely up to you what you do with your opportunity. You will be given every possible assistance by your instructors and by the administration of the College. But the responsibility for your success or failure as a college student is your own.

Registration. The first formal process in becoming a student in the College is your registration. This includes the choice of the courses you elect to follow. During the registration period members of the faculty will be available to advise you in this. You will also find printed in the Catalog of the College suggested programs which, if followed, will enable you to complete the work for the degree with a minimum of difficulty. Class schedules will be furnished to you, showing the hours and days at which the various sections meet. The College operates during the three

regular quarters of the year from 8:30 in the morning until 10:30 in the evening, and you may have classes at any hour in this interval. There are no classes on Saturday. You will find that most subjects have classes for one hour each day five days each week. Members of the faculty will assist you in making your program of classes.

It is important that you complete the registration forms legibly and in ink without the omission of any requested information. These forms constitute a permanent record of your registration, and are therefore important. You are required to consult with the instructor of each course in which you register, and to have his initials on your registration form as an indication that you have been admitted to his class. The number of students admitted to individual sections is stringently limited in order to assure good teaching. If a given section of a class is filled before you register, you will be obliged to take the subject at another time.

When you have chosen your classes and obtained the approval of the individual instructors for your elections, your entire program will be scrutinized by the Dean of Students or his deputy, and initialed. The final step in the registration process is payment of fees and tuition to the bursar, who will give you a receipt. Do not lose this receipt. It is your proof that you are regularly registered in the courses of your choice.

If you are a regular, full-time student, you will be permitted to register under normal circumstances for not more than twenty quarter hours of credit each quarter. If you wish to carry more than the maximum load, you must obtain

special permission from the Office of the Dean of Students.

The normal load for most students, however, is fifteen or sixteen quarter hours. Unless your high school record and test scores are much better than average, you will be discouraged from undertaking more than this normal load.

Dropping and changing courses. If you find during the first two weeks of the quarter that you have elected more courses than you can carry satisfactorily, you will be permitted to drop one or more without penalty. This is done by first seeing your advisor who will give you a form to be taken to the instructor in the course to be dropped. He will initial it and remove your name from his class roll. The form then goes to the Office of the Dean of Students. It is important that you carry out this procedure fully. Unless all the records are corrected, you will be reported as absent from the class, or possibly as failing the course.

After the end of the second week of the quarter, you will not be permitted to drop a course except under extraordinary circumstances. If you drop a course without permission from your advisor after the first two weeks, you will receive an F for the course on your permanent record.

The procedure for changing courses or sections is the same as that for dropping courses. No change may be made in your registered program without permission from your advisor. This permission will be given to you in writing on an official form, and must be cleared by you with the instructors concerned and with the Office of the Dean of Students before the change becomes

Official. Please note also, that there is a charge of \$1.00 made for each change in your program after your registration has been completed, unless you are excused from the payment of this charge by the Office of the Dean of Students because the change was made necessary by the exigencies of class schedules. Remember, the responsibility for seeing to it that your registration is correct, and that you are properly registered in the courses you elect is your own.

CLASS ATTENDANCE REGULATIONS

Students are expected to be present at all regular class meetings and examinations.

A student who, for any reason whatsoever, is absent more than twenty-five percent of the class meetings of a class in any quarter will not receive credit for the course and a grade of F will be recorded on his record.

Tardiness. Classes are scheduled to begin on the half hour during the three regular quarters of the year, and to end twenty-five minutes after the hour. Tardiness is a discourtesy to the instructor and to the other members of the class. It will not be tolerated. An instructor may exclude you from a class meeting and record you as absent if you are habitually tardy.

THE LIBRARY

The college library has been called many things. The most often used descriptive phrase is that the "library is the indispensable heart of a center of learning". It is hoped that the Wilmington College Library will become an indispensable part of your college career.

It is the function of the college library to provide a live and constantly growing collection of materials, including books, periodicals pamphlets, records, microtext, and other materials to supplement and strengthen the curriculum and to enrich and broaden your learning experience. One of the most valuable things you will gain from your college education is a knowledge of the sources of information and of the keys that unlock these sources.

Since July 1965 the books in the Wilmington College Library have been classified according to the Library of Congress Classification scheme. This scheme will be explained to you during your Orientation Tour and individually by a library staff member at your request. Books that have not yet been re-classified are found on the second stack level of the Library and are arranged by the Dewey Decimal Classification System. The location of the book you want can

be determined by the call number on the card in the card catalog.

Except for reserve books, some periodicals, and often used reference books, books in the Library are on open stacks. This means that you can go to the stacks and choose your own reading according to your needs and interests. This provides an opportunity for you to broaden your knowledge in many subject areas. We hope it will be a stimulation to the development of many new interest. Get in the habit of browsing in the stacks.

Open stack access, however, is a privilege that carries responsibilities. Do not reshelve books taken from the stacks. A book shelved in the wrong place is a lost book. This may be the book you will be wanting later. Do not take books from the Library without charging them at the Circulation Desk. We would like to be able to locate for you any book that we have. We can do this if you will help us by obeying the Library rules and regulations set forth in the *Library Handbook*.

One of the most important functions of the library staff is to assist you in the interpretation and use of library materials. A knowledge of where and how to find what you need to know is important not only while you are in college but will give you a mastery over knowledge that will continue throughout your life. Formal instruction in the use of the Library will be given to you during Freshman Orientation Week and in your course in Freshman English. Please do not hesitate, at any time, to request individual help from a member of the library staff. The

staff is interested in helping you learn the tools that will enable you to find for yourself the information you need.

The physical quarters in which a library is housed play an important part in your ability to use the library in comfort and with ease. The library should be a place for quiet study and not a place for meeting friends and for conversation. Because of the rapid growth of Wilmington College and the expanding demands of a senior college, the present library quarters are inadequate, often overcrowded and noisy. Plans are well underway for a new, separate, million and a half dollar library building that will be spacious and beautiful. This new library will meet the needs of those who wish a place to study alone, those who wish to study in groups, those who wish to smoke while studying, those who wish to listen to music, and of those who just want to browse. Until we get the new building, we need your cooperation in making our present quarters a place for quiet study.

How much should you study? You should work on your daily assignments until you are convinced that you have mastered the material assigned and until you have completed any written work required of you. It is impossible to tell you, as an individual student, how long this will take. You must be the judge for yourself. However, instructors generally make assignments in such a way that the average student requires about one and one-half hours study for each hour in class. If you are a better than average student, you may be able to do the work more

ckly; if you are slow to learn, it may take longer.

This one to one-and-one-half hour ratio between time in class and time in study is the fundamental reason behind the normal student load of sixteen quarter hours per week. If you are taking sixteen quarter hours of work, you will spend sixteen hours each week in class. If you are an average student, you will spend another twenty-four hours each week in study and preparation. This makes a total of forty hours, which is a good work week.

Do not allow yourself to get behind. Little time is allowed in college instruction programs for review. Do not neglect your daily study and plan to cram for examinations. Cramming leads to superficial knowledge. If you are childish enough to be more interested in grades than in achievement, you may be able to make a satisfactory grade on an examination by cramming for it. But the knowledge will not stay with you. You come in college to gain systematic and permanent knowledge, not temporary and hit-or-miss information.

Perform your written assignments on time. Instructors will judge you by the sense of responsibility you exhibit, and grade you accordingly. Do not try to first-guess your instructors on the matter of grades. You are graded on your actual achievement as demonstrated in your daily work, your tests, your final examination, and the instructor's estimate of your achievements. If you are genuinely unable to perform your work because of illness or other legitimate rea-

son, be sure that you will be given an opportunity to make it up, and help in doing so. If your failure be due to laziness, carelessness, or other illegitimate reason, be sure it will be reflected in your grade—and more importantly in your achievement—and, in the words of the Persian poet, “not all your tears will wipe out one word of it.”

Academic Warning. At the midpoint of each regular quarter, instructors report to the Dean of Students the names of all students who are currently failing. If you are so reported, you will probably be asked to consult with the appropriate Dean about your work, and also to have a conference with the instructor concerned. If you are under twenty-one years of age, your parents will be notified. This is not a punishment. It is information given to you in the hope that you may be able in the time remaining to improve your achievement to a satisfactory point. Your instructor will help you to do this, if you give him your honest cooperation.

Grades and Quality Points. You are graded on a five point scale, as follows:

- A—Superior
- B—Above Average
- C—Average
- D—Passing, but below average
- E—Failure

The College does not recognize plus and minus grades. A B-plus will be entered on your permanent record as a B; a C-minus will be entered as a C.

A grade of D means that you have passed the

course in question, but with a below average record. In general, courses for which you receive grade of D will not be transferable for credit to other institutions. There are some exceptions to this rule, but do not count on them.

For ease in academic bookkeeping, each grade you receive is assigned a certain number of quality points, as follows:

A—4

B—3

C—2

D—1

F—0

Your average for academic record purposes is computed on a basis of these quality points. The total number of quality points you have earned is divided by the total number of credit hours you have elected at the end of each quarter. The resulting figure is your quality point average, which may be translated back into a letter grade. You must have a total quality point average of at least 2.0 (or C) at the end of your final quarter in order to be graduated.

Dean's List. At the end of each quarter, a list of the names of those students who have demonstrated superior achievement is published. This list contains the names of those students who have a quality point average for the quarter of at least 3.0, and who have no grade for the quarter below a C.

Retention, Dismissal and Readmission. Good scholarship is both encouraged and required at Wilmington College. In order to remain in college, all students must meet the quality point requirements as outlined below:

Total Quarter Hours Attempted at Wilmington College	Maximum Quality Point Deficiency below a "C" (2.0) average allowed for Unconditional Retention	Range of Quality Point below a Probation "C" (2.0) average for Retention on	Quality Point Deficiency below a "C" (2.0) average requiring Academic Suspension
0-15	15	16-26	27 or more
16-30	21	22-30	31 or more
31-45	18	19-30	31 or more
46-60	18	19-30	31 or more
61-75	15	16-30	31 or more
76-90	11	12-27	28 or more
91-105	none	1-21	22 or more
106-120	none	1-12	13 or more
121-135	none	none	1 or more
136-grad.	none	none	1 or more

Students with a quality point deficiency greater than allowable for retention on probation will be dismissed from the college and are required to apply for readmission if they desire to return.

Re-enrollment is upon a probationary basis and such students must prove themselves by attaining at least probationary status as outlined in the above table. However, any re-enrolled student who makes a 2.0 average during the first quarter after his return, but fails to reduce his quality point deficiency to the required level, will be granted one additional quarter in which to meet this requirement.

A second academic dismissal is final unless eligibility for continued residence for readmission is restored by completion of sufficient work during summer sessions to enable the student to attain the required number of quality points.

In addition, any full-time student who fails all courses during any term is subject to academic

dismissal for one term regardless of his quality point standing.

Transfer of Credit. If you transfer from Wilmington College to another institution, the College will send to your new school, at your request, a complete transcript of your record here. This is a photostat copy of your permanent record, attested to by the Registrar. It will become part of your permanent record in the college to which you transfer. All of the credits you have earned, together with the grades assigned in each course, will be a part of it. Credits you have earned here will generally be accepted by other colleges, so long as these credits apply to the degree you are seeking. Which courses will be accepted and which will not is a matter for the determination of the college to which you transfer. However, if you have followed one of the curriculums in the Catalog of Wilmington College, and continue in this curriculum in the college to which you transfer, you will generally find that all your credits are acceptable. If the college to which you expect to transfer has some unusual course requirements, you should determine these from its catalog, and elect courses here which will satisfy them.

It is an almost universal practice of colleges to accept transfer students from another institution, no matter which, with what might be called "clean slate." This means that if you are accepted, you will be started in the new college with an over-all point average of C, no matter what your average grade has been in the college from which you come. In other words, you will succeed or fail in the college to which you

transfer on the basis of your record *there* and not on the basis of a record made someplace else. But the grades you have earned will remain on your permanent record.

Wilmington College follows this practice with students who transfer here from other institutions. Most colleges do the same thing with transfers from any other college.

Your Draft Status. The Selective Service System requires that an SSS 109 form for every male student be sent to his draft board within thirty days after he registers in college. Notice of withdrawal from college is also required. Your selective service number, along with your draft board address, should be given to the Registrar when you register so that the Registrar can then comply with this law. Please bring the proper information with you when you come to register.

Class Periods. The class periods in the College are fifty-five minutes in length, except certain laboratory periods of two or three hours. During the three regular quarters, they begin on the half hour, that is, at 8:30, 9:30, etc., and end twenty-five minutes after the hour, that is, at 9:25, 10:25, etc. The time limit of fifty-five minutes is imposed on student and faculty members alike. No instructor has the authority to hold a class beyond twenty-five minutes past the hour, and students are informed that if they have classes at two successive hours, they are permitted to leave the first class quietly at twenty-five minutes past the hour, if the instructor is running over-time. During the Summer quarter, classes begin on the hour and end five minutes before the hour.

Final Examinations. Final examinations are scheduled for all courses at the end of each quarter. The final examination period is two hours for each scheduled examination, and the examinations must be taken at the time scheduled. No instructor has authority to change the scheduled time for a final examination.

Students who are ill at the time of the final examination in a course will be given a grade of "Incomplete" in the course. This grade may be removed and a regular grade earned by taking an examination in the course by arrangement with the instructor concerned before the end of the next quarter.

An unexcused absence from a final examination will result in a grade of zero on the examination, and may result in a failing grade for the course.

An instructor has the authority to excuse any or all students from taking the final examination in a course. However, a student may demand a final examination if he believes the grade assigned on the basis of his daily work is not a fair measure of his achievement in the course.

Incomplete grade. If you fail to complete assigned term papers or other required work before the end of the quarter, and if the reason for your failure is considered to be a legitimate excuse by the instructor; or if you are prevented from taking the final examination in a course because of illness or other acceptable reason, you may be given a grade of "Incomplete" for the course. This grade means that the work you have accomplished has been at least good enough to earn a passing grade, but that certain im-

portant assignments have not been completed for reasons beyond your control. This grade will not be given if the instructor has evidence that your failure to perform assigned tasks is the result of laziness, dilatoriness, or other reasons which you could have foreseen and avoided. Neither will it be given if the work you have done is not of passing grade. In other words, this provision for an Incomplete grade is not a license for you to waste time during the regular quarter, with the expectation of making it up later. It is an opportunity for you to make up work which you have unavoidably been unable to do at the proper time.

All incompletes must be removed by the performance of the missed assignments and tests before the beginning of the final examination period for the next succeeding quarter. The grade will then be replaced by whatever regular letter grade your achievement in the course has earned. The responsibility for making arrangements with the instructor concerned to perform the required work is yours. If the incomplete is not removed within the time limit, you will be given a grade of F for the course.

Reasons for College Failures. Some college failures are due to lack of ability. But these are few, because students are admitted to the College only after satisfactory performance on carefully designed tests. Some college failures are due to poor pre-college preparation. These, too, are few, because the College makes provision to give the student who needs it remedial work in the fundamental courses. Most college failures are due to laziness and to a lack of proper sense

responsibility with respect to the work assigned. While you are a college student, study and learning are the most important things you have to do. If you are not willing to recognize this, you are wasting your time and you do not belong in college. If you continue not to realize this, you will not be permitted to remain in college—at least, not in this college.

Withdrawal. If you withdraw voluntarily from the College for any reason before the end of a quarter, you must do so by a written statement to the Dean of Students. It is not sufficient to inform your instructors that you are withdrawing, either from all courses or from individual courses. Your withdrawal must be cleared with the Dean of Students and with the Registrar, so that proper entries may be made in your permanent record. If you do not clear your record properly upon leaving the College, you will be assigned a grade of F in all elected courses, and this grade will stand on your permanent record and any transcripts made from it. If you withdraw in good standing academically, you will be given the grade of W in all courses, which indicates that you have left the College without completing the work of the quarter, but in good academic standing.

You may not withdraw from the College, or individual courses after the first two weeks of the quarter, in order to escape a grade of F. This grade will be assigned if your work is failing at the time of your withdrawal from a course.

Graduation and Commencement. When you have completed all of the courses listed in one of the

curriculums printed in the Catalog of the College with a quality point average of not less than 2.0 you will be graduated by the College and awarded a degree. You may be graduated at the end of any quarter, including the summer quarter, during which you complete the required work. However, the College holds but one Commencement for the awarding of degrees each year. This Commencement is held at the end of the Spring quarter. You will receive your degree at this time, and you are required to be present at the Commencement unless you are specifically excused from attendance by the Dean of Students.

Hoggard Medal. Through the generosity of Dr. John T. Hoggard, President Emeritus of the College, a gold medal known as the Hoggard Medal for Achievement is awarded at each Commencement to that student who in the opinion of the members of the faculty has shown the most improvement during his years at the College. This honor is not given to the student with the highest grades, necessarily. It is given rather in recognition of hard and honest endeavor which has resulted in self-improvement beyond the average, and all facets of a student's character and performance are taken into consideration.

Relations with Members of the Faculty. Wilmington College has a faculty of teachers and scholars. These individual instructors are interested in you as a student and they are anxious to give you every assistance in your work. Do not hesitate to ask for conferences with faculty members whenever you feel the need of such assistance. Above all, do not fail to respond promptly to the invitation of a member of the

faculty for a conference. He will have a good reason for asking you to confer with him. These teachers are interested in you as a student. But they are not interested in you if you are not a student, in the best and proper sense of the word. If you cooperate with them, they will go to great lengths to help you. If you are not willing to cooperate by doing your best and by performing assigned tasks on time, they are not likely to bother much with you. They expect you to be adult in your reactions toward your work and in your conduct in the class-room. You are no longer children. You have at least begun to grow up. You, and you alone, will determine the attitude the members of the faculty will take toward you. If this attitude is not what you want it to be, look to yourself for the reason.

Textbooks and Supplies. The College operates a textbook store, in which all required textbooks of the College are stocked and sold to students at the lowest possible price. You will find it easier to buy your books from this store, although this is not required. The College Bookstore also stocks certain required equipment, such as drawing sets and slide-rules, and certain special materials, such as tracing paper and examination blue-books, as well as general supplies (paper, pencils, etc.) The Store is open at stated hours during each day. Purchases may be made only during those hours.

YOUR NON-ACADEMIC LIFE

Your college experience will have two definite facets, academic and non-academic. The non-academic facet is that which lends fullness and strength to the intellectual achievement of the individual.

Your position as a college student makes you part of the college community, a community that can be as rich and rewarding an intellectual and social environment as you and your fellow students wish to make it. For this reason college men and women form organizations and interest groups of both social and intellectual value. Each individual student may choose from a wide variety of areas as many as he or she wishes, keeping in mind the primacy of the academic demands on their time.

The largest extra-curricular organization is the student government and student body. Following it in size are the individual class units. Each student should know these organizations and the issues with which they are concerned—primarily because just as each belongs to a communal unit away from the college, so does each belong to the college community for four or more years. The action or non-action of the college community affects the reputation of the

college. Therefore, the student is also affected, as those same factors affect any civic community he may belong to in the future. As a result, participation in the student body is not only a rewarding experience not to be taken lightly, but also a responsibility as a member of the college community.

As the political and social interaction is provided in student government participation, so is the intellectual provided for in such varied activities as language clubs, literary and forensic organizations, and theater.

Athletics is equally important a representative of the college community and as an integral part of college life and experience. The support of the athletic teams by the individual student is not only a traditional and colorful aspect of campus life, but an extremely enjoyable one as well.

The end result of a well supported combination of all these areas of extra-curricular interest is two fold. In the instance of the college as a whole, the school becomes well known for the caliber of the students, of their abilities to take their places in the larger society of man. The internal result is an increase in the pertinence of areas of academic endeavor that without the non-academic participation would become pale, theoretical ghosts.

In the instance of the individual, it enables him to reap the experiences resulting from social and intellectual interaction with other men and women of similar interests and endeavors. It enables him to enrich his academic life on the individual level with political experience, athletic endeavor, or perhaps the satisfaction of be-

ing an integral part of a cohesive, vital college community.

In the following pages will be found articles pertaining to the student body and its government, activities and organization. It is hoped that each will find at least one area of interest which will lead to participation and involvement in the college community.

Student Government Association. The Student Government Association is a group of elected individuals which serves as a liaison between the College administration and the student body as a whole. It also has certain specific powers pertaining to student activities. It charters all recognized student clubs, manages student dances programs from time to time for the betterment of the campus and student life.

Its officers, a President, Vice President, and Secretary, are elected each Spring in an election in which all regularly registered students are eligible to vote. The work of the association is officially supervised by the Assistant Dean of Students, although he may appoint a deputy to represent him. The association meets at least once each two weeks during the regular school year.

Class Organization. The classes are also organized. Officers of the Sophomore, Junior, and Senior classes are elected at the Spring election; those of the Freshman class at the Fall election. The officers are members of the Student Government Association.

Clubs and Societies. The College encourages students with like interests to organize clubs and societies devoted to these interests. Meeting space

or such clubs will be arranged, and every facility possible will be given for their operation. Each club so organized is required to have a constitution and by-laws approved by the Student Government Association, and to be chartered by this body, and to have an official faculty representative designated by the Assistant Dean of Students before it becomes an officially recognized college club. When it has been so recognized, it may share in the student activity funds for certain legitimate expenses when these have been approved by the Student Government Association and the Assistant Dean of Students.

Several such special interest clubs are now active in the College. Among these are the Engineers Club, the Modern Language Club, the Cryptic Society, the Circle K Club, Civitan Club, the Baptist Student Union, etc.

College Theatre. The Wilmington College Theatre offers any student valuable experience in acting or working backstage on its presentations. There are four or five productions scheduled throughout the year which are presented in conjunction with the local little theatre group and mounted upon the stage of Thalian Hall at the corner of Third and Princess Streets in downtown Wilmington. Participation is not limited to drama students but is open to all college personnel.

The College Theatre is a member of the Carolina Dramatic Association, the South Eastern Theatre Conference and the American Education Theatre Association.

The Wilco Straw-Hat Theatre operates as the artistic and cultural outlet during the summer

months presenting Broadway, classic, original and musical plays. It is sponsored by the college and is open to all students of Wilmington College and residents within the area.

College Vocal Ensembles. The Wilmington College Chorus is organized each quarter in order to provide vocal music experience for those students who desire it. Credit for participation may be earned by non-music majors. Membership in the Chorus is open to any student in the College who has the approval of the director.

Certain small groups are taken from the major organization in order to provide for great flexibility of experience and performance. The Chorus and the various small groups have acted as ambassadors from Wilmington College to many of the high schools in the surrounding area. These same organizations have provided programs for College assemblies, for civic clubs, for church groups and on radio and television.

College Instrumental Ensembles. The Wilmington College Band is organized each quarter in order to provide instrumental music experience for those students who desire it. Credit for participation may be earned by non-music majors. Membership is open to any student who has had instrumental experience, subject to the approval of the director.

Certain small groups are taken from the major organization in order to provide for great flexibility of experience and performance. The Band and its smaller ensembles regularly provide music for College functions, civic clubs, church groups and radio and television.

Participation in either a vocal or instrumental

organization is required of all music majors. No credit is extended for this participation.

Faculty, quarterly and special senior recitals are presented by the music department. Students are urged to attend these functions without cost. The attendance of music majors is required.

Student Publications. The students of Wilmington College publish each year a yearbook known as "The Fledgling." The "Seahawk" is a student newspaper which appears every two weeks. "Direction" is an annual publication of the Scriptic Society, containing original verse and prose written by students. Work on the staffs of one or another of these publications is a valuable experience.

Athletics. The College competes each year in basketball, baseball, golf and wrestling. Baseball games are played at Brooks Field, and basketball games are played in the physical education building.

All regularly enrolled students of the College who have paid a student activity fee are admitted without further charge to all regular varsity games, and are furnished with student passes. Students are urged to support the College teams by attending home games and sitting in the regular cheering section. Buses are often chartered for important out-of-town games, making it possible for students to attend these at a minimum cost.

RULES AND REGULATIONS GOVERNING FRATERNITIES AND SORORITIES AT WILMINGTON COLLEGE

The following Rules and Regulations are to implement the College's policies in regard to fraternal groups, social clubs, or the like. These Rules and Regulations by their very nature are not at all inclusive and may be changed or modified from time to time by the appropriate College authorities as experience shows such changes to be desirable.

I. GROUPS TO BE COVERED BY THESE REGULATIONS

All student organizations operating off campus composed of Wilmington College students who wish the privilege of recognition by the College. The groups must in due time be national in character. No group which is not approved by the appropriate College authorities shall be considered for official recognition unless it has been recognized by the College prior to the date of these Rules and Regulations.

II. FACULTY STUDENT AFFAIRS COMMITTEE:

It shall be the duty of this group to administer, interpret, and arbitrate all matters concerning these rules and regulations, until such time as the number of recognized fraternities and sororities reaches three. At that time an Inter Fraternity Council shall be established to be responsible for the duties listed in this

section. However, the Student Affairs Committee reserves the right to rule on decisions made by the Inter Fraternity Council. The Inter Fraternity Council shall also serve to co-ordinate fraternity and sorority functions with other student activities.

II. RESPONSIBILITIES TO BE REQUIRED OF APPLYING GROUPS:

Any group wishing consideration for recognition must demonstrate that it has a high degree of academic interest as well as social interest. Worthy objectives other than social will be factors considered in determining eligibility for recognition. Whenever a recognized local group wishes to petition to become affiliated with a national, it must demonstrate to the committee its academic, social, and financial qualifications, and prove that it will be a positive influence for good on college life and activities and reflect credit on the institution. Great care should be exercised by the local authorities in selecting a national organization for affiliation. Besides the basic requirement that the National, if a social organization be approved by the appropriate College authorities, the following five points should be investigated by the local group: (1) reputation for good conduct, (2) student morale, (3) academic standards stressed and obtained, (4) financial resources, and (5) worthy objectives other than social.

IV. RULES GOVERNING RUSHING PLEDGING, AND MEMBERSHIP:

Membership in a fraternity, sorority, or other social organization shall be restricted to full-time students of the College who are carrying a minimum of 14 credit hours. Students may not be rushed or pledged until they have completed a full quarter's work (14 hours minimum) with a minimum quality point average of 2.0. Verification of a student's academic standing must be made at the registrar's office. Students who have completed one or more quarters at the College may be pledged and initiated at such time as determined by the Inter Fraternity Council, provided the student's quality point average for the previous quarter is 2.0 or better, or if the student has an overall 2.0 average.

V. INITIATIONS:

Initiations are the privilege of a fraternity or sorority, or social organization so long as they are in good taste and in no way endanger the life or limb or the person being initiated. Physical punishment and dangerous students will not be tolerated.

VI. FINANCES:

The full financial liability of the fraternity, sorority or other organized group rests in that group of students and its organization. The College will in no way be liable for debts or contracts made by them. Any contract entered into concerning the pur-

chase or lease of real estate shall be scrutinized by the College in order to determine the organization's ability to fulfill the terms of the contract. All bills made with local merchants and others must be made in good faith and with reasonably certain knowledge of the organization's ability to pay such obligations promptly. Under no circumstances may the name of the College be used in securing credit and the responsibility of the organization must be clear to the creditor.

VII. FRATERNITY AND SORORITY HOUSES: LOCATION:

It is desirable that fraternity and sorority houses be located on or near the College campus, but it is recognized that this is not practical at the present time. No such house may be located at any of the neighboring beaches. The location of a fraternity or sorority house should be within a respectable district and must be approved by the appropriate College authorities prior to the purchase or lease of such property.

HOUSE RULES:

Each fraternity and sorority shall submit detailed rules and regulations governing the use of the fraternity's or sorority's property and conduct of its members. The rules, after approval by the appropriate College authorities, must be posted in a conspicuous place in the fraternity or sorority house. All members shall be re-

quired to familiarize themselves with the rules, and the fraternity or sorority shall set up such organizations as needed to enforce them.

GUESTS:

Regulations concerning guests are to be made by each individual fraternity or sorority subject to review by the appropriate College authorities. Whenever there is mixed company at the house, there must be a college-approved chaperon present. Any group in residence in a house shall employ a housemother approved by the College and she may act as chaperon. Any social affairs conducted by a fraternity or sorority shall have a college-approved chaperon.

VIII. GENERAL CONDUCT:

The conduct of each member of a fraternity, sorority or other group is expected at all times to be that of a gentleman or lady. Should a fraternity, sorority, or other group conduct, tolerate or protect disorder or misconduct, the group as a whole will be held responsible and shall be disciplined as a body.

IX. PENALTIES:

Penalties for the infraction of rules and regulations may be applied against the individual, the sponsoring organization, or both the individual and the organization. A reprimand and warning by the College shall be given for minor infractions. This reprimand is entered in the student's per-

sonal folder and the organization's file. Probation is the penalty to be applied for more serious offenses. This means that further violations will result in social restriction. For further violation of rules and regulations, the offender will be placed under social restriction for an appropriate period. During the period, the offending organization may hold no social affairs and if the situation warrants it, may have its rushing and pledging privileges denied. Such restrictions shall be recorded in the files, and the information posted. In the case of a national fraternity or sorority, the National Board of Governors or other officials shall be notified. The College reserves the right to withdraw recognition of any group for cause.

These definitions and the respective privileges and/or restrictions stated below shall apply to all future organizations seeking recognition as fraternities or sororities at Wilmington College. Any request for the relaxation of restrictions because of exceptional circumstances must be approved by the Assistant Dean of Students.

A brother is an initiated member of a fraternity at Wilmington College.

An active brother is a member who is carrying a minimum of three courses, the aggregate hours of which must be a minimum of 13, and who also has a 2.0 quality point average—either overall or for the previous quarter. An active brother has all the rights and privileges of fraternity membership.

An inactive brother is a member who is enrolled in the college during any given quarter but who has not measured up to the standards specified in above. An inactive brother has the rights and privileges of fraternity membership except the following:

He cannot hold office.

He cannot vote.

He cannot serve on any committee.

An alumnus is a member who has either graduated from Wilmington College or been previously enrolled in the college. An alumnus has all social privileges of membership in the fraternity and the privilege of attending meetings of the fraternity chapter. It is understood that the chapter assumes full responsibility for the conduct of an alumnus while he is on the premises of the fraternity house or while engaged in any activity of the fraternity.

The preceding rules and regulations shall apply at all times while the College is in session as well as during vacation periods, or until changed or rescinded by the appropriate College authorities. Each member of a fraternity, sorority or other organization should remember that he is a representative of Wilmington College and of his organization at all times and should conduct himself accordingly.

Student Government. All registered students are members of the Student Government. The Constitution of this Student Government follows.

CONSTITUTION OF THE STUDENT GOVERNMENT ASSOCIATION OF WILMINGTON COLLEGE

PREAMBLE

We, the students of Wilmington College, in order to further the activities of student life, promote a widespread interest in student affairs, govern ourselves by just and righteous laws, develop a greater spirit of progressive citizenship, and maintain and perpetuate high ideals in this college, in accordance with the powers granted us by the administrative authorities of Wilmington College, do hereby establish this constitution.

ARTICLE I NAME

The name of the organization herein established shall be "The Student Government Association of Wilmington College."

ARTICLE II PURPOSE

The purpose of the Student Government Association shall be to further the best interests of Wilmington College and its students: through representing the student body in matters affecting student life and affairs; through promoting and supervising student organizations and activities; through upholding and interpreting this constitution; through undertaking to assume on behalf of the student body an active interest in the maintenance of discipline within the college.

ARTICLE III MEMBERSHIP

All students of Wilmington College shall, upon enrollment, become members of the Student Government Association.

ARTICLE IV LEGISLATIVE POWERS

SECTION 1. Supreme legislative powers shall be vested in a Student Senate.

SECTION 2. The Student Senate shall, at full strength, be composed of thirty-four (34) members, the President, Vice-President, Secretary, Treasurer of each of the four classes, five (5) Student Senators elected by and from each of the four classes, one (1) representative from the Interclub Council, and one representative from the Publications Committee. The Class Officers and the Student Senators from the Sophomore, Junior, and Senior Classes shall be elected by and from the rising Sophomore, Junior, and Senior Classes in the annual General Election. The representatives from the Publications Committee and the Interclub Council shall be elected by and from their respective groups.

The Freshman Class Officers and the Freshman Student Senators shall be elected in the special Freshman Elections as herein elsewhere provided.

SECTION 3. Organization, Meetings, Transaction of Business.

a. The Vice-President of the Student Body

shall serve as the Speaker of the Student Senate. The President of the highest undergraduate class present shall serve as the Speaker pro tempore. The Speaker shall have no vote except in case of a tie.

The Secretary-Treasurer of the Student Body, or an official under-secretary, shall serve as the Secretary of the Student Senate.

The Student Senators and Class Officers shall be inaugurated on the Monday following the General Election excepting the Freshman Student Senators and Class Officers who shall be inaugurated on the first Monday following their election.

The Student Senate shall meet regularly every other Monday, and shall be at all times subject to call into a special session the Vice-President of the Student Body. A quorum of the Student Senate shall consist of a majority of its membership currently in office. Each member of the Student Senate shall have one vote, with no proxies being allowed.

Any vacancy occurring in the Student Senate shall be filled by a special election in the class in which the vacancy occurs. This special election shall be conducted by the Board of Elections and shall take place not less than seven days after the Board has been notified of such vacancy by the Speaker of the Student Senate. The Speaker shall notify the Board within seven days after a vacancy occurs. The person filling the vacancy shall meet all the necessary qualifi-

cations and shall serve out the remainder of the unexpired term.

SECTION 4. The Student Senate shall have power:

- a. to allocate the funds appropriated for Student Activities.
- b. to ratify or reject by a majority vote appointments made by the President of the Student Body;
- c. to override a presidential veto by a two-thirds majority vote of those voting;
- d. to establish its own rules of procedure;
- e. to establish such subordinate officers and committees within the legislature as it shall deem proper;
- f. to make all laws governing the conduct of student elections;
- g. to require reports from the standing committees and from all organizations receiving appropriations from the Senate;
- h. to review rules made by the Dance Committee;
- i. to make all laws necessary and proper to promote the general welfare of the Student Body.

SECTION 5. Class organization shall be as follows: Senior, Junior, Sophomore, and Freshman with appropriate officers. The Senate shall fix the duties and powers of these class organizations and shall approve or disapprove the manner in which class funds shall be secured.

SECTION 6. There shall be an Interclub Council composed of one representative from each cha

ed club on campus to serve as a club activity
ordinating group. This Council shall elect its
n officers including one who shall be a repre-
tative to the Student Senate.

CTION 7. There shall be a Publication Com-
tee composed of two representatives from
h publication including Radio Station WILC,
e Fledging, and the Seahawk. Its duty shall
to act in a co-ordinating capacity on all pub-
ty matters and to present publications' budgets
the Student Senate. This committee shall elect
own officers, including one who shall be a
representative to the Student Senate.

ARTICLE V

EXECUTIVE POWERS

CTION 1. The executive power shall be vested
a President of the Student Body, who shall
ve the assistance of a Vice-President and a
cretary-Treasurer of the Student Body. These
ree officers shall be elected by and from the
udent Body as large during the General Elec-
n.

CTION 2. The President of the Student Body
all have power:

- a. to appoint the chairman of all standing
committees and boards not otherwise pro-
vided for in this constitution; then to
jointly appoint with said chairmen the
members of the committees;
- b. to appoint initially the chairmen of all
standing committees, submitting them to
the Student Senate within two weeks of

- his inauguration; then to jointly appoint with said chairmen the members of committees;
- c. to appoint the chairman of the Board of Elections; then to jointly appoint with said chairman the members of the committees;
 - d. to make recommendations from time to time to the Student Senate;
 - e. to veto acts of the Student Senate, provided he shall exercise such power of veto within ten days after the passage of an act by the Senate;
 - f. to preside at meetings of the Student Body;
 - g. to serve as an ex-officio member of all standing committees and board;
 - h. to address the Student Senate from time to time, provided that he shall notify the speaker of his intentions in advance;
 - i. to issue orders to the standing committees and require reports from them;
 - j. to represent the Student Body of the College in relations with the students of other schools, colleges or universities and in relations with the faculty;
 - k. to establish such committees subsidiary to him as he shall deem necessary and provide to aid him in the performance of his duties.

SECTION 3. The Vice-President of the Student Body shall perform the duties of the President in the event of his absence or incapacity. The Vice-President shall succeed to the presidency should that office become vacant. The Student Senate shall by resolution provide for the filling of the office of President should a Vice-President who has succeeded

presidency also vacate the office, but the speaker pro tempore of the Student Senate shall succeed to the Vice-President or the Presidency. The Vice-President of the Student Body shall be the Speaker of the Student Senate.

SECTION 4. The Secretary-Treasurer of the Student Body shall accurately record and preserve minutes of all meetings of the Student Body. He shall record all monies allocated by the Student Senate. A quarterly financial statement shall be submitted for publication in *The Seahawk* at the end of each quarter.

SECTION 5. The Dance Committee shall, at full strength, be composed of twelve students; three from each of the four classes. These are to be appointed as herein elsewhere provided. The Dance Committee shall have responsibility for planning and supervising all on campus dances, and shall have the power to make rules concerning conduct at dances, subject to review by the Student Senate and the Dean of Students. The Dance Committee shall refer all cases of improper conduct to the Student Judicial Council.

SECTION 6. The Fine Arts Committee shall be composed of a chairman and two other student members appointed as herein elsewhere provided and three faculty members recommended by the student members of the committee. It shall be the duty of this committee to organize and supervise a varied program of educational and entertaining events throughout the school year.

SECTION 7. The Student Orientation Committee shall be composed of a chairman and fifteen representative men and women students appointed as herein elsewhere provided. It shall be the duty of this committee to work with the Dean of Students during Freshman Orientation.

ARTICLE VI JUDICIAL POWERS

SECTION 1. The judicial power shall be vested in the Student Judicial Council and in any other inferior or appellate judicial bodies that the Student Senate may establish by legislation.

SECTION 2. The Student Judicial Council shall be composed of two members elected by and from the men students, two members elected by and from the women students, and one member elected by and from the Student Body at large. No officer of the Student Body, no member of the Student Senate, and no chairman of a standing committee shall be a member of the Student Judicial Council; and no person who shall not have been a student in good standing in the College for at least two academic quarters shall serve on the Student Judicial Council. The Student Judicial Council shall elect its own chairman and clerk from the membership.

SECTION 3. The Student Judicial Council shall have original jurisdiction in all cases involving the constitutionality of any act of the Student Senate when such act has actually been violated and its constitutionality questioned by the alle-

ator. The Student Judicial Council shall also have the original jurisdiction in the interpretation of the Student Constitution. The Student Judicial Council shall also have original jurisdiction in all cases of violations of Article VIII, Section 1 brought before it until the Student Senate establishes an inferior judicial body to handle violations of said Article and Section. In this event, the Student Judicial Council would retain appellate jurisdiction.

ARTICLE 4. Any student tried and convicted by the Student Judicial Council or by any other judicial body established by the Student Senate shall have the right to request a rehearing. The rehearing shall be held no less than three days and no more than six days after the original conviction. All decisions reached by the Student Judicial Council shall be reviewed by the appropriate faculty committee.

ARTICLE 5. A majority vote of the entire membership shall be required for valid decisions in the Student Judicial Council or in any other judicial body. All judicial bodies shall make and enforce their own rules of procedure, but these rules shall not deny to any accused person the presumption of innocence until guilt is proven, the right to due notice and a fair hearing, the right of the accused to face his accuser, and the right of assistance. Said assistance shall come from any member of the Student Body who is not a member of a judicial body. The Council and other judicial bodies shall inform each accused person of his rights guaranteed under this sec-

tion at the time he is notified of the offense charged against him. All judicial bodies shall have the right of subpoena.

ARTICLE VII ELECTIONS

SECTION 1. Qualifications for voting.

Only students enrolled in Wilmington College shall be entitled to vote in any student body election.

SECTION 2. Board of Elections.

Power to administer the laws passed by the Student Senate governing conduct of elections shall be vested in a Board of Elections. The Board shall consist of a chairman and six members appointed as herein elsewhere provided. The President of the Student Body shall make the appointments within two weeks after his inauguration and submit them to the Student Senate for its approval. The Board of Elections shall have the sole supervision of all campus elections.

SECTION 3. General Election.

There shall be one General Election annually. It shall be held on the second Thursday in May.

SECTION 4. Officers to be elected.

The following officers shall be elected in the General Election: President of the Student Body, Vice-President of the Student Body, Secretary, Treasurer of the Student Body, each from the Student Body at large, and three class officers by and from their respective classes, members

the Student Judicial Council as stipulated in article VI, Section 2.

The following Student Senators shall be elected in the General Election: five Student Senators each from the rising Senior, Junior, and Sophomore classes.

SECTION 5. Elections and methods of voting.

The basis for decision in the election of the Student Body Officers and Class Officers shall be majority. When more than two people shall vote for any of these offices, there shall be a Primary Election to be held one week prior to the General Election. In this election, each voter shall place an X by the name of one candidate for each office appearing. The two candidates for each office receiving the greatest number of votes shall be the candidates to be placed on the ballot for the General Election.

In the election of Student Senators, the straight plurality system of voting shall be used. Each voter shall mark an X by the name of the candidate of his choice. The voter shall not designate more than five candidates of his choice. Votes may be cast for any number of candidates up to and including five. The offices of Student Senator shall be filled by the five candidates in each class receiving the greatest number of votes.

In the election of members of the Student Judicial Council, each woman student shall vote for two members to be elected by and from the women students, and each male student shall vote for two members to be elected by and from the men students. Both men and women students shall vote for one member to be elected from the

Student Body at large. Votes may be cast for any number of candidates up to and including two, except for the member to be elected from the Student Body at large for which only one vote shall be cast per student. The positions of the Student Judicial Council shall be filled by the candidates receiving the greatest number of votes from their respective groups.

SUB-SECTION I. Write-In Votes.

In all student elections, write-in votes of qualified persons shall be counted.

SECTION 6. Eligibility for Election.

- a. The candidates for any elective offices of the Student Body shall have at least a 2.0 quality point average at the time of the election, excepting Freshmen, who shall have at least a 1.5 quality point average and shall not have been guilty of violating Article VIII, Section 7 at any time during a period of one year prior to their election. All holders of Student Body offices and Class offices shall maintain at least a 2.0 quality point average throughout their term of office or be automatically declared ineligible, excepting Freshman Officers, who must attain a 2.0 average by the beginning of Spring Quarter during their term of office. The Secretary-Treasurer of the Student Body will verify all officers' eligibility at the beginning of each quarter.
- b. Further requirements for candidates:
 1. The President of the Student Body shall be a member of the highest rising undergraduate class.

2. The Vice-President and Secretary-Treasurer of the Student Body shall be members of either of the two highest undergraduate classes.

3. Every Student Government Association officer shall be carrying at least 12 quarter hours at the time of his election and must carry at least 12 quarter hours throughout his term of office.

No one person may hold more than one of the following offices in the Student Body at one time: President, Vice-President, Secretary-Treasurer of the Student Body, Student Senator, Class Officer, or Member of the Student Judicial Council.

SECTION 7. Filing of Candidacy

All candidates for offices listed in Section 4 shall file a statement announcing their intention to run for a particular office. This statement shall be filed with the Chairman of the Board of Elections, and it shall be filed on or before the last Monday in April. These filing statements shall contain the signature of the Registrar of Wilmington College approving the student's eligibility.

SECTION 8. Freshman Class Officers

Freshman Class Officers and Student Senators shall be elected on the second Thursday in October. If needed, a freshman primary election shall be held on the first Thursday in October. Filing statements shall be turned in to the Chairman of the Board of Elections on or before the last Monday in September. The President of the Student

Body shall call a meeting of the Freshman Class no later than the Tuesday before filing statements are due for the purpose of explaining the filing system and election procedures.

SECTION 9. Inauguration.

All officers chosen in the General Election shall be duly inaugurated on the first Monday following their election. Each officer shall take an oath to uphold, protect, and preserve this constitution and the government thereby created. The oath of office shall be administered by the Chairman of the Student Judicial Council.

SECTION 10. General Rules.

- a. The Primary and General Elections shall be conducted by Australian Ballot.
- b. Returns from each election shall be posted on the night of the day on which the election is held.

SECTION 11. Special Elections.

Special elections shall be held to fill any vacancies which shall occur in any elective offices during the school year excepting the office of the President of the Student Body, which under the terms of this Constitution, shall be filled, in the case of its vacancy, by the Vice-President of the Student Body. Nominations for any special elections shall be held within two weeks after the occurrence of any vacancies.

ARTICLE VIII STUDENT BODY POWERS

SECTION 1. The Student Body shall have power to initiate any act within the power of the Student Body.

t Senate, provided that ten per cent of the qualified voters in the Student Body shall sign a petition calling for an election within the Student Body on a bill which they shall submit in writing with the petition to the President of the Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the bill in not less than six nor more than fifteen days after he receives the petition and bill. If the President does not direct the Board of Elections to hold a referendum, the bill shall automatically be submitted to a referendum, provided 25% of the qualified voters sign a petition calling for a referendum on said bill, under the time limits set in this constitution. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill.

SECTION 2. The Student Body shall have power to call for a ballot on any act of the Student Senate, provided a petition calling for the ballot and specifying in writing the act on which the referendum is to be taken shall be signed by ten per cent of the Student Body and transmitted in writing to the President of the Student Body. The President shall, if he determines the petition to be in good order within the limitations of this constitution, direct the Board of Elections to conduct an election on the act in not less than six

nor more than fifteen days after he shall have received the petition. Public notice of such election shall be given not less than four days before it shall take place. A majority of the votes cast at the election shall be sufficient to pass the bill. If the President does not direct the Board of Elections to hold a referendum the bill shall automatically be subject to a referendum, provided 25% of the qualified voters sign a petition calling for a referendum on said bill under the time limits set in this section. If the bill is approved by a majority of those voting, it shall automatically become law and shall not be subject to presidential veto.

SECTION 3. No group or organization on the campus of Wilmington College shall coerce or in any manner unduly influence any student's vote. The Student Senate shall have power to make laws to enforce this provision.

SECTION 4. The Student Senate of Wilmington College shall not make any law abridging or denying the freedom of the Student press or any other freedom guaranteed by the Constitution of the United States to the citizens of the United States or by the Constitution of the State of North Carolina to citizens of North Carolina.

SECTION 5. It shall be the duty and responsibility of every student at Wilmington College to conduct herself or himself as a lady or gentleman at all times, and insofar as possible to see that his fellow students do likewise.

SECTION 6. This constitution and all laws enacted thereunder shall be subject to the approval of the

ed pursuant thereto shall be the supreme
dent law.

CTION 7. Any student who commits an act
ich is illegal and unlawful according to the
es of the school as established by the Board
Trustees of which is illegal and unlawful ac-
ding to the statutes of the City, the County,
State of North Carolina, or the United States
America shall be liable to presecution before
Student Judicial Council.

ARTICLE IX IMPEACHMENT

The Student Senate shall have the power to
each any officer of the Student Government
society. Impeachment proceedings shall be
follows: Charges may be brought in the Sen-
or non-performance of duty, or maladminis-
tration of student Office against any student of-
ficial. A majority vote of the quorum present
shall be necessary to bring the official to trial.
The Senator bringing the charges shall prose-
cute, and the accused official may designate any
student to act as counsel for the defense. The
regular officers of the Senate or their regular
alternates shall preside at the trial. The trial
shall be in closed session. A two-thirds vote of
entire Senate shall be necessary to remove
accused from office.

ARTICLE X AMENDMENTS

Amendments to this constitution shall become
valid when passed by a simple majority in the

Student Senate and ratified by a two-thirds majority of those voting in campus election conducted by the Board of Elections at the direction of the Student Senate; or they shall become valid when, upon petition in writing signed by ten per cent of the duly enrolled students in the College, the President of the Student Body shall direct the Board of Elections to conduct an election in which a favorable vote of two-thirds of those voting shall be necessary to ratify the amendment. Public notice of such election shall be given by the Board of Election not less than ten days before the vote shall be taken.

ARTICLE XI CLUBS

SECTION 1. The Student Senate may grant charters to clubs whose constitutions and by-laws do not violate the provisions of this Constitution and may suspend the charters of clubs that violate these provisions or which become inactive.

SECTION 2. Charters are to be renewed by majority vote of the Student Senate during the last three weeks of the Spring Quarter. The Constitution shall honor all charters granted under previous constitutions if the clubs meet the aforementioned qualifications.

ARTICLE XII RATIFICATION

This Constitution shall take effect after ratification by a two-thirds majority of the Student Body voting at a special campus election.

After ratification, all existing organs of Student Government will carry out the provisions of this constitution until they are replaced by the instruments of Student Government established by this Constitution.

ARTICLE XIII

The dates for the filing of candidacy, the dates of the Primary and General Elections, and the dates for inauguration shall be decided by the Student Senate for the academic year 1962-63. This article shall be deleted from this constitution after May 31, 1963.

THE OATH OF OFFICE

I hereby pledge my faith and honor that I will uphold the honor, integrity, and reputation of Wilmington College, and that I will fulfill to the best of my ability all duties incumbent upon me as an officer of the Student Government Association.

MISCELLANEOUS

This chapter contains information concerning certain specific regulations of the College concerning other individual matters of importance to the student. It should be read carefully and remembered. The college has two important general regulations.

1. Any act by a student which is illegal and unlawful according to the statutes of the City, County, the State of North Carolina, or the United States of America will result in disciplinary measures by the College, and may result in the dismissal of the student who is in violation.

2. Beyond this general regulation, the College assumes that its students are men and women of good sense and good manners who will conduct themselves at all time in a way befitting adult members of society with proper regard for the rights of others and with the dignity and good taste which should be characteristic of educated men and women.

Automobiles and Parking. It is realized that many students must drive their cars to the college. The College has provided space for parking of these cars to the extent of its ability. The following regulations concerning cars and parking are presently in force.

1. All cars parked on the College grounds must carry a College tag, for identification purposes. These tags may be procured from the book store at the time of registration. A charge of 30¢ is made for each tag, which will be returned on application when the student leaves the College and returns the tag in usable condition.

2. Cars will be carefully parked in the spaces designated. Do not block driveways.

3. Certain parking areas marked in yellow lines are set aside for the use of the members of the faculty, the administration and visitors to the College. Students are not permitted to park in these spaces.

4. Disregard for these rules will result in a fine of \$1.00. If a student persists in parking on College property without a proper tag, or parking in a restricted area not open to students, his car will be towed to a storage garage at his expense. Continued violation may result in dismissal from the College.

Clothes and Personal Appearance. The College does not attempt to dictate to students concerning their clothes or personal appearance. The Dean of Men and the Dean of Women are charged with the responsibility of calling a student's attention to any breach of good taste in either clothing or general deportment which may be reported to them by a member of the faculty. Persistent disregard for the canons of good taste or decency in clothing or conduct will result in disciplinary measures.

Alcoholic Beverages. It is illegal to bring alcoholic beverages onto the College property or consume them there. The College does not permit

the serving of alcoholic beverages at any official sponsored College dance, party, club meeting, other function. These regulations will be strictly enforced.

Gambling. It is illegal to gamble or to engage in any game of chance on College property. This regulation, like that pertaining to alcohol, will be strictly enforced. Persistent disregard for this will result in summary dismissal from the College.

Cheating. Instructors are obliged to report cases of cheating to the Office of the Dean of Students, and to give the offender a zero on a test, written paper or other assignment which is not entirely his own work. A second offense in this category will generally result in summary dismissal from the College.

Social Affairs. All social affairs held under auspices of the College must be approved by the Assistant Dean of Students. If both men and women are to be present, chaperons approved by him or the Dean of Women must be provided. The College makes no attempt to regulate social affairs held by students in their own homes or elsewhere which are not sponsored by the College. However, persistent reports of conduct of students which reflect discredit upon the College will result in an investigation and disciplinary action, if it is warranted by the circumstances.

Telephones. Public pay telephones are provided for the use of students, making personal calls. Students are not permitted to use the College telephones except on official College business, or in cases of real emergency.

Students will not be called from classes to

incoming telephone calls, nor does the College accept any responsibility whatever for such calls or for the relaying of messages to students. In cases of real emergency, of course, efforts will be made to contact the student called.

Housing for Out-of-town Students. Wilmington College is a community college specifically designed to serve the needs of an area within commuting distance of its campus. No dormitories or boarding houses are operated by the college, and the College accepts no responsibility for the housing of students.

However, students who are not residents of the area are welcome to attend the college. The Office of the President maintains a list of approved rooms which are available to men students.

The Dean of Women will assist all women students to find suitable residence in Wilmington and will serve in an advisory capacity in their conduct on campus. Should residence be changed during a session, the student should report the information to the Office of the Dean of Women immediately.

Employment of Students: With the cooperation of the Wilmington Merchants the College maintains an employment bureau through the Office of the Director of College Relations. Students seeking employment are urged to register with the bureau.

Each fall and spring the College Relations Bureau arranges interview schedules for graduating seniors with major corporations visiting campus.

A few students are employed in the Library,

as laboratory assistants in Chemistry, Physics, Biology, and other subjects. Arrangements for such employment are made with the heads of the departments concerned.

Veterans' Affairs. The Dean of Students in the College liaison officer with the Veteran's Administration. Veteran students should seek an interview with him before registering in order to obtain full information concerning their responsibilities as veteran students.

WILMINGTON COLLEGE ALMA MATER

1. Hail we proudly sing to thee who guides our
green and gold.
Though future years may part us, Fond memories we shall hold.
2. Here we stand as one together voices raised
in song.
Our loyal hearts will praise thee as God directs
lead us on.

Chorus

For our hearts will cherish all your service
done.
All Hail to thee Alma Mater-Praise to Wilmington.





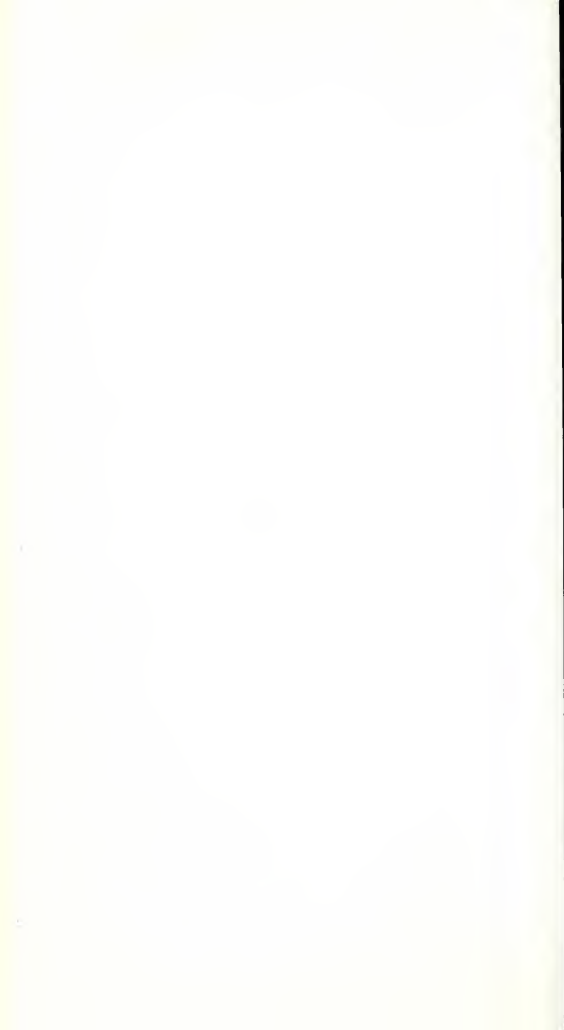




















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